

**MINUTES OF THE MEETING OF
THE BOARD OF TRUSTEES
Wednesday, February 18, 2015 at 7 PM**

A meeting of the Board of Trustees of the Incorporated Village of Head-of-the-Harbor was held on Wednesday, February 18, 2015 at 7:00 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, Trustee L. Gordon Van Vechten. Not in attendance this evening, Trustees Judith C. Ogden and Jeffrey Fischer. Also in attendance Village Attorney Anthony B. Tohill, Village Clerk Margaret O'Keefe and Village Treasurer Patricia Mulderig.

1. Mayor – Douglas A. Dahlgard:

- **Minutes of January 21, 2015 7 PM meeting** of the Board of Trustees were presented. One typographical error noted, section 9 item 1, the word “pan” should read “plan”. It was, upon motion by Trustee White, second by Trustee Van Vechten, and unanimously adopted:
RESOLUTION #168-14
RESOLVED, to adopt the minutes of the above referenced meeting as amended.
- **Minutes of February 4, 2015 7 PM work session** of the Board of Trustees were presented. Lacking a quorum of members present for said meeting, the minutes were tabled.

2. Financials – Patricia Mulderig, Treasurer:

- Report submitted to the Board.
- In accordance with resolution #166-14, the balance of funds reported in the January 21, 2015 Trust & Agency report being held in the name of Puzio/Blyskal have been released. Said report did not include voucher #20140577 approved on December 19, 2104. No action taken.
- It was, upon motion by Trustee White, second by Trustee ~~Ogden~~ Fischer and unanimously adopted:
RESOLUTION #169-14
RESOLVED, to adopt Abstracts #126759 through and including #126767 to be paid from the General Fund in the amount of \$46,824.94.
- It was, upon motion by Trustee Van Vechten, second by Trustee White and unanimously adopted:
RESOLUTION #170-14
RESOLVED, the village treasurer is hereby authorized and directed to release payment of \$26,000.00 plus interest not to exceed \$975.00 to satisfy highway bond payment and interest. Said payment is in accordance with resolution #158-09 adopted January 20, 2010 authorizing the acquisition of a highway vehicle. This bond is now satisfied.
- It was, upon motion by Trustee White, second by Trustee Van Vechten and unanimously adopted:
RESOLUTION #171-14
RESOLVED, the village treasurer is authorized and directed to make the budget modifications as noted below:

		BUDGET F/Y/E	BUDGET ADJUSTMENT	MODIFIED BUDGET
		2/28/2015		2/28/2015
A1170.1	FRANCHISE FEES - CABLEVISION	(1,512.00)	(4,839.00)	(6,351.00)
A1170.2	FRANCHISE FEES - VERIZON	(2,805.00)	(3,193.36)	(5,998.36)
A1560	BUILDING PERMITS	(40,664.80)	(8,262.20)	(48,927.00)
A2110	ZONING FEES	0.00	(1,000.00)	(1,000.00)
A2610	JUSTICE COURT FINES	(41,471.00)	(1,031.00)	(42,502.00)
A5110.11	STREET MAINTENANCE - OVERTIME	384.55	10,000.00	10,384.55
A5110.21	ST MAINTENANCE - TRUCK REPAIRS	46,474.64	8,006.93	54,481.57
A5110.221	ST MAINTENANCE - NORMAL REPAIRS	21,304.55	4,000.00	25,304.55
A5142.42	SNOW REMOVAL MATERIALS	38,000.00	10,000.00	48,000.00
A5142.44	SNOW REMOVAL CONT SERVICES	1,746.50	20,000.00	21,746.50
A8710.5	HISTOYR COMM	100.00	80.00	180.00
A9050.8	UNEMPLOYMENT INSURANCE	5,500.00	1,000.00	6,500.00
A1990	CONTINGENCY	44,920.98	(34,761.37)	10,159.61
		0.00	0.00	0.00
		<u>71,978.42</u>	<u>(0.00)</u>	<u>71,978.42</u>

- It was, upon motion by Trustee White, second by Trustee Van Vechten, and unanimously adopted:

RESOLUTION #172-14

RESOLVED, the Board of Trustees hereby directs the village treasurer, Patricia Mulderig to provide to Industrial Appraisals an inventory of building and movable equipment changes from March 1, 2014 through and including February 28, 2015. Said fees are approved at a rate of \$300.00/annually.

- It was, upon motion by Mayor Dahlgard, second by Trustee Van Vechten and unanimously adopted:

RESOLUTION #173-14

WHEREAS, in accordance with resolution #167-14 accepting the proposal from RF Design Consultants Inc., PO Box 350, Massapequa Park, NY for rental of unlimited airtime rental UHF for 6 units at \$25/unit/month for a monthly expenditure of \$150.00

BE IT RESOLVED, the village treasurer is authorized and directed to release payment to RF Design Consultants Inc, the monthly expenditure amount of \$150.00/month until the agreement is cancelled.

3. Legal Matters – Anthony B. Tohill, Esq.:

- It was, upon motion by Trustee Van Vechten, second by Mayor Dahlgard and unanimously adopted:

RESOLUTION #174-14

RESOLVED, the village attorney, Anthony B. Tohill is directed and authorized to conduct title research not to exceed \$250.00 presently, without Board approval, in order to supplement certain records regarding building and land development.

4. Mayor – Douglas A. Dahlgard:

- Request from the Justice Court to allow for online payment. Matter tabled.

- It was, upon motion by Trustee White, second by Trustee Van Vechten and unanimously adopted:

RESOLUTION #175-14

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.....	\$ 381,226.99
For the Police, Fire, & Safety Fund.....	\$ 824,745.55
For the Street Fund.....	\$ 459,154.93
For Community Service	\$ 28,840.17
For the payment of principal and interest on bonds and capital notes....	\$ 57,719.00
FOR NYS PFS & ERS	\$ 80,000.00
Being for all purposes a total amount of.....	\$1,831,686.64
Non-real estate revenue.....	\$ 476,424.96
Total Real estate Tax.....	\$1,355,261.68
	\$1,831,686.64

Upon the receipt of the roll you, on or before the first day of March, you shall cause to be published in 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.

- REMINDERS with St. Patrick's Day being on Tuesday, March 17, 2015 Head of the Harbor's annual elections and meetings have been adjusted. The Village will hold its Annual General Election on Wednesday March 18, 2015. Polls are open from 12 noon until 9:00 PM. Please note the Board of Trustees will be convening on Wednesday, March 11, 2015 at 7 pm.
- On Wednesday, February 11, 2015, a drawing for ballot placement for the village's General Election was held. Sample paper ballot provided to the Board. It was, upon motion by Trustee Van Vechten, second by Trustee White and unanimously adopted:
RESOLUTION #176-14
RESOLVED, to approve of the sample ballot to be used for the General Election to be held on Wednesday, March 18, 2015. Said sample shall be affixed to the official minutes.
- Draft legislation relating to driveways presented. This matter was tabled, no action taken.
- It was, upon motion by Trustee Van Vechten, second by Mayor Dahlgard and unanimously adopted:
RESOLUTION #177-14
RESOLVED, The village attorney is hereby directed to draft a local law repealing Chapter 20 of the Village Code and related sections, and
BE IT FURTHER RESOLVED, the village clerk is hereby authorized and directed to post and publish a public hearing for Local Law (Intro.) #1 of 2015, "A LOCAL LAW REPEALING VILLAGE CODE CHAPTER 20 AND REPEALING OR AMENDING RELATED SECTIONS OF THE VILLAGE CODE". Said hearing is to be held on April 15, 2015 at 7 PM time then in effect, at Village Hall, 500 North Country Rd., St. James New York 11780.
- It was, upon motion by Trustee Van Vechten, second by Mayor Dahlgard and unanimously adopted:
RESOLUTION #178-14
RESOLVED, that Eric Neitzel is engaged to work with the Village Planner in addressing the preservation of property values with all services at \$100 per hour subject to submission and approval of all vouchers pursuant to Village Law §5-524.

5. Police Department –Officer Daniel Kirby:

- Police Officer Daniel Kirby retired effective January 28, 2015. It was, upon motion by Trustee White, second by Trustee Van Vechten, and unanimously adopted:
Resolution #179-14
RESOLVED, Officer Daniel Kirby is hereby reappointed as part-time Head of the Harbor police officer with administrative duties, a non-exempt, hourly, part-time position not to exceed 20 hours per week. Said reappointment is effective January 29, 2015, and
BE IT FURTHER RESOLVED, the village clerk is hereby authorized to file all necessary paperwork with the Suffolk County Department of Civil Service.

6. Planning Board- Harlan J. Fischer, Chair:

- One site plan application currently under review.

7. Highway Department –John Lendino, Deputy Hwy. Comm./Roadsides Chair:

- Discussion regarding highway equipment condition, including potential sandblasting and painting.
- Discussion regarding private plows contractors.

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

There being no other matters to be brought before the Board; it was, upon motion by Trustee White, second by Trustee Van Vechten and unanimously adopted, to adjourn the meeting at 8:14 PM.

Respectfully Submitted,

Margaret O'Keefe
Village Clerk