

**MINUTES OF THE MEETING OF
THE BOARD OF TRUSTEES
WEDNESDAY, FEBRUARY 26, 2020**

A meeting of the Board of Trustees of the Incorporated Village of Head-of-the-Harbor was held on Wednesday, February 26, 2019 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 and Judith C. Ogden. Not in attendance this evening Trustee Jeffrey D. Fischer. Also in attendance Village Administrator/Clerk, Margaret O’Keefe; Police Chief, Charles M. Lohmann; Village Treasurer, Patricia Mulderig; Building Inspector, Robert O’Shea and Village Attorney, Anthony S. Guardino.

Pledge of Allegiance.

1. Mayor – Douglas A. Dahlgard

Mayor Dahlgard convened the public hearing on Local Law (Intro) #1 OF 2020, “A LOCAL LAW REPEALING LOCAL LAW NO. 4 OF 2019 WITH RESPECT TO THE PROPERTY TAX CAP UNDER GML §-c”. It was, upon motion by Mayor Dahlgard, second by Deputy Mayor White, and unanimously adopted:

RESOLUTION # 160-19

RESOLVED, to close public hearing on Local Law (Intro) #1 OF 2020, “A LOCAL LAW REPEALING LOCAL LAW NO. 4 OF 2019 WITH RESPECT TO THE PROPERTY TAX CAP UNDER GML §-c”.

- Mayor convened the regularly scheduled meeting of the Board of Trustees.

A public hearing was concluded on the 26th day of February 2020, at 7:00PM, at the Village Hall, 500 North Country Road, Head-of-the-Harbor, New York, to consider the adoption of LL (Intro) #1 OF 2020, “A LOCAL LAW REPEALING LOCAL LAW NO. 4 OF 2019 WITH RESPECT TO THE PROPERTY TAX CAP UNDER GML §3-c”. It was, upon motion by Mayor Dahlgard, second by Trustee Van Vechten and voted upon as follows:

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

- Minutes of January 15, 2020 7:00 PM meeting of the Board of Trustees were presented. It was, upon motion by Deputy Mayor White, second by Trustee Ogden, and unanimously adopted:
RESOLUTION # 161-19
RESOLVED, to adopt the minutes of the above meeting as presented.
- Minutes of February 5, 2020 7:00 PM work session of the Board of Trustees were presented. It was, upon motion by Deputy Mayor White, second by Trustee Van Vechten, and unanimously adopted:
RESOLUTION # 162-19
RESOLVED, to adopt the minutes of the above meeting as presented.
- It was, upon motion by Trustee Van Vechten, second by Trustee Ogden, and unanimously adopted:
RESOLUTION # 163-19
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 2020; in the contracted amount of \$11,500.00.
- It was, upon motion by Deputy Mayor White, second by Trustee Ogden, and unanimously adopted:
RESOLUTION # 164-19
BE IT RESOLVED, to authorize and direct the Mayor, in his official capacity, to renew the Cyber Security Policy insurance with underwriters North Island Facilities (NIF PRO) and,
BE IT FURTHER RESOLVED, to authorize and direct the village treasurer to release payment in the amount of \$1,341.00 to broker Williams and Williams.

- It was, upon motion by Trustee Van Vechten, second by Trustee Ogden, and unanimously adopted:
RESOLUTION # 165-19
RESOLVED, to lease a Sharp MX M 305 Digital Document System, under a New York State Contract Pricing Contract #PC4541, from Central Business Systems in the amount of \$179.00/month, and
BE IT FURTHER RESOLVED, Mayor Dahlgard is hereby authorized to sign the agreement, in his official capacity, on behalf of the village of Head-of-the-Harbor for the lease of said copier for a term of 5 years.
- It was, upon motion by Deputy Mayor White, second by Trustee Ogden, and unanimously adopted:
RESOLUTION # 166-19
WHEREAS, the village clerk has presented an inventory list of surplus, obsolete office equipment, and
WHEREAS, Mayor Dahlgard has confirmed these items, currently being housed in the village basement, are surplus and obsolete,
BE IT RESOLVED, to approve of the disposal/destruction of said equipment with said inventory to be attached to the official minutes.
- It was, upon motion by Trustee Ogden, second by Trustee Van Vechten, and unanimously adopted:
RESOLUTION # 167-19
WHEREAS, the Village continues to use paper ballots for its General Election, and
WHEREAS, a sample paper ballot has been provided to the Board,
BE IT RESOLVED, to approve of the ballot to be used for the General Election which is to be held on Wednesday, March 18, 2020. Said sample ballot shall be affixed to the official minutes.
- It was, upon motion by Trustee Ogden, second by Deputy Mayor White, and unanimously adopted:
RESOLUTION # 168-19
BE IT RESOLVED, to appoint Dale Salzberg to the Joint Coastal Commission to fulfill the current vacancy; this term expires April 2022. This resolution is effective immediately.
- It was, upon motion by Trustee Van Vechten, second by Trustee Ogden, and unanimously adopted:
RESOLUTION # 169-19
BE IT RESOLVED, to appoint Mark Zuckerman to the Zoning Board of Appeals, 2nd Alternate to fulfill the current vacancy; this term expires April 2021. This resolution is effective immediately.
- It was, upon motion by Trustee Ogden, second by Trustee Van Vechten, and unanimously adopted:
RESOLUTION # 170-19
RESOLVED, to authorize and direct the village attorney to draft local laws with respect to fees and deposits in connection with the review of land use applications, and
BE IT FURTHER RESOLVED, to authorize and direct the village clerk to post and publish hearings on Local Law (Intro.) #2 of 2020, “A Local Law Amending Chapter 88 of The Code of The Village Of Head of the Harbor With Respect To Fees And Deposits In Connection With The Review of Land Use Applications” and (Intro.) #3 of 2020, “A Local Law Amending Chapter 59, 81, 143 and 165 of The Code of The Village Of Head of the Harbor With Respect To Fees And Deposits In Connection With The Review of Land Use Applications”. Said hearings are to be held on Wednesday, April 15, 2020 at 7 PM, Village Hall, 500 North Country Rd., St. James NY 11780.
- It was, upon motion by Trustee Van Vechten, second by Deputy Mayor White, and unanimously adopted:
RESOLUTION # 171-19
RESOLVED, the hourly salary rate of Cynthia Ruehle is being increased to \$22.00/per hour effective for the 2020/2021 budget year, and
BE IT FURTHER RESOLVED, to authorize and direct the village treasurer to amend the salary schedule and file a copy of said amendment with the village clerk.

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

- It was, upon motion by Trustee Van Vechten, second by Deputy Mayor White and unanimously adopted:
RESOLUTION # 172-19
RESOLVED, to adopt Abstracts #127334 through and including #127349 to be paid from the General Fund in the amount of \$44,727.36.

- It was, upon motion by Deputy Mayor White, second by Trustee Ogden and unanimously adopted:
RESOLUTION # 173-19
RESOLVED, to adopt Abstract TA #162 in the total amount of \$275.00 to be paid from the Trust & Agency Fund.
- It was, upon motion by Trustee Van Vechten, second by Trustee Ogden and unanimously adopted:
RESOLUTION # 174-19
RESOLVED, the village treasurer is authorized and directed to make budget modifications to the 2019/2020 budget totaling \$81,922.00 for a net change of zero, as noted:

		BUDGET F/Y/E	BUDGET ADJUSTMENT	MODIFIED BUDGET
		2/29/2020		2/29/2020
A1989.4	OTHER GENERAL GOVT SUPPORT	4,000.00	1,000.00	5,000.00
A3120..21	POLICE EQUIP, RADIOS	11,600.00	1,900.00	13,500.00
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A5110.221	STREET MAINTENANCE - NORMAL MAINT	0.00	500.00	500.00
A5110.223	STREET MAINTENANCE - OPERATIONS	10,000.00	1,000.00	11,000.00
A5110.224	STREET MAINTENANCE - ROAD REPAIR	13,000.00	1,000.00	14,000.00
A5110.25	DRAINAGE TRUCKING & DISPOSAL	12,000.00	2,000.00	14,000.00
A5112.3	PERMANENT IMP MULTI MODAL	11,202.00	(5,601.00)	5,601.00
A8510.42	COMM BEAUTIFICATION TREE O/S CONT	0.00	500.00	500.00
A1990	CONTINGENCY	8,520.00	(4,199.00)	4,321.00
		0.00	0.00	0.00
		<u>81,922.00</u>	<u>0.00</u>	<u>81,922.00</u>

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

- New York State to make modifications to the E-ticket system.

4. Building Department – Robert O’Shea, Building Inspector:

- One application to Architectural Review Board.
- One application referred to Zoning Board of Appeals and Planning Board.
- Several permits issued.
- Compliments to Avalon and their crew for streamlined construction activities near Harbor Road.
- Code Enforcement matters.

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

- Winter maintenance activities.
- Drainage work planned for Harbor Road and Three Sisters Road.
- Discussion regarding Sweeper.

Public Comment

- Historian inquiry regarding tombstone.
 - Discussion regarding Barn Lane conditions due to new construction/utilities and question regarding drainage at southeast side of Farm Road and Barn Lane.
 - Gyrodyne issues discussed - Rt. 25A traffic, increased traffic and water quality.
 - Update regarding Immunocontraception Program.
 - Residents expressed concerns regarding the quantity of deer and the effectiveness of the Immunocontraception Program.
- 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 8:52 PM.

Respectfully Submitted,

Margaret O’Keefe
Village Administrator/Clerk