

**MINUTES OF THE MEETING OF
THE BOARD OF TRUSTEES
Wednesday, March 6, 2019 at 7 PM**

A work session of the Board of Trustees of the Incorporated Village of Head-of-the-Harbor was held on Wednesday, March 6, 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 Judith C. Ogden, Jeffrey D. Fischer and L. Gordon Van Vechten. Also in attendance Police Chief, Charles M. Lohmann and Village Clerk, Margaret O'Keefe. Not in attendance this evening Village Attorney, Anthony B. Tohill; Village Treasurer, Patricia Mulderig and Building Inspector, Robert O'Shea.

Discussion items include:

- It was, upon motion by Deputy Mayor White, second by Trustee Fischer and unanimously adopted:
RESOLUTION #156-18
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.
- Mayor to meet with Smithtown Tax Assessor. No action taken.
- Request for a quote to update Employee Procedures and Policy Manual to be sent. No further action taken.
- Draft Legislation "Driveways." No action taken.
- Road Program/Gate Road pillars. No action taken.
- Deer Program. No action taken.
- Finance Committee to meet to review budget for Highway Vehicles. No further action taken.

❖ Clerk's note - Due to a prior commitment Trustee Van Vechten was excused at 9:00 PM.

- It was, upon motion by Mayor Dahlgard, second by Deputy Mayor White and unanimously adopted:
RESOLUTION #157-18
RESOLVED, to authorize Chief Lohmann to purchase battery powdered 11" LED Radar Signs from Traffic Systems Inc. as described in quote dated March 6, 2019, for the total amount of \$11,490.00.
- Traffic Limits. No action taken.
- It was, upon motion by Trustee Ogden, second by Trustee Fischer and unanimously adopted, to move to executive session to discuss on going negotiations and personnel. No action taken. It was, upon motion by Trustee Ogden, second by Trustee White and unanimously adopted to move back to public session.
- It was, upon motion by Trustee Ogden, second by Trustee Fischer and unanimously adopted:
RESOLUTION #158-18
RESOLVED, Margaret O'Keefe, Village Clerk will have the title of Village Administrator/Clerk.
- It was, upon motion by Mayor Dahlgard, second by Trustee Fischer and unanimously adopted:
RESOLUTION #159-18
WHEREAS, the village has previously allowed employees to carry over unused vacation time for a period of 90 days after the expiration of the calendar year, and in the interests of fairness it appearing that an additional roll-over extension period of 30 days would be appropriate, reasonable and not cost the village anything,
BE IT RESOLVED, that the roll-over for unused vacation is extended further of 30 days.

There being no other matters to be brought before the Board; it was, upon motion by Deputy Mayor White, second by Trustee Fischer and unanimously adopted, to adjourn the meeting at 10:21 PM.

Respectfully Submitted,

Margaret O'Keefe
Village Clerk