

**MINUTES OF THE MEETING OF
THE BOARD OF TRUSTEES
Wednesday, March 15, 2017 7 PM**

A meeting of the Board of Trustees of the Incorporated Village of Head-of-the-Harbor was held on Wednesday, March 15, 2017 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, Judith C. Ogden and Jeffrey D. Fischer. Not in attendance this evening, Village Attorney Anthony B. Tohill. Also in attendance Village Clerk Margaret O'Keefe, Chief Charles M. Lohmann and Village Treasurer Patricia Mulderig.

Pledge of Allegiance.

1. Mayor – Douglas A. Dahlgard:

- **Minutes of February 15, 7 PM** Trustees meeting were presented. One typographical error noted, fourth bulleted item the word “released” should read “release”. It was, upon motion by Trustee Ogden, second by Trustee White, abstention by Trustee Fischer and adopted (4-0-1):
RESOLUTION #173-16
RESOLVED, to adopt the minutes of the above referenced meeting as amended.

- **Minutes of March 1, 2017, 7 PM** Trustees meeting were presented. It was, upon motion by Trustee Fischer, second by Trustee White and unanimously adopted:
RESOLUTION #174-16
RESOLVED, to adopt the minutes of the above referenced meeting as presented.

- It was, upon motion by Trustee Fischer, second by Trustee White and unanimously adopted:
RESOLUTION #175-16
RESOLVED, the Board of Trustees will be holding its Organizational Meeting on Monday, April 3, 2017 at 7 PM,
BE IT RESOLVED, to direct the village clerk to post and publish said meeting and to be held at Village Hall, 500 North Country Rd., St. James, NY 11780 time then in effect
BE IT FURTHER RESOLVED; cancel the work session scheduled for Wednesday, April 5, 2017 at 7 PM.

- It was, upon motion by Trustee White, second by Trustee Van Vechten and unanimously adopted:
RESOLUTION #176-16
WHEREAS, the Board of Trustees has received an Inter municipal Agreement with the Town of Smithtown for the utilizing of fuel pumps owned by the Town, and
WHEREAS, entering into such an agreement is beneficial to the Village of Head of the Harbor, and
WHEREAS, such shared services are recommended, approved, and encouraged by the State of New York, and
WHEREAS, the form of said agreement is acceptable to the village attorney,
NOW THEREFORE BE IT RESOLVED, to authorize and direct Mayor Dahlgard to execute said agreement in his official capacity.

- It was, upon motion by Trustee Fischer, second by Trustee Van Vechten and unanimously adopted:
RESOLUTION #177-16
RESOLVED, to authorize and direct Mayor Dahlgard to execute the service Agreement with Strike Force Maintenance Corporation for weekly janitorial services at Village Hall at a cost of \$563.00 per month.

- It was, upon motion by Trustee White, second by Trustee Ogden and unanimously adopted:
RESOLUTION #178-16
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, 2016 through and including February 28, 2017. Said fees are approved as follows: \$175.00 insurable valuables report, \$145 property record report, for a TOTAL of \$320.00,
BE IT FURTHER RESOLVED, to authorize and direct the village treasurer to release payment in full.

2. Legal –Anthony B. Tohill:

- Nothing to report.

3. Financials – Patricia Mulderig, Treasurer:

- It was, upon motion by Trustee Van Vechten, second by Trustee Fischer and unanimously adopted:
RESOLUTION #179-16
RESOLVED, to adopt Abstracts #126957 through and including #126970 in the total amount of \$118,292.09 to be paid from the General Fund.
- It was, upon motion by Trustee Van Vechten, second by Trustee Fischer and unanimously adopted:
RESOLUTION #180-16
In accordance with RESOLUTION #169-16, the village treasurer acknowledges a typographical error in her budget modifications report of February 15, 2017 and would like to amend the following: Judgments & Claims should be identified as A1930.4 and Street Maintenance Personnel Services should be identified as A5110.1. The budget modifications amount does not change.
RESOLVED, to accept said amendments.
- It was, upon motion by Trustee White, second by Trustee Ogden and unanimously adopted:
RESOLUTION #181-16
WHEREAS, an emergency repair of the guardrail on Harbor Rd. is required to maintain safety,
BE IT RESOLVED, the Board of Trustees hereby accepts and approves of the quote received from Columbia Metal Fabricators, Inc. 801 Hallock Ave. Port Jefferson Station, NY 11776 in the amount of \$2, 400.00 to complete said work, and
BE IT FURTHER RESOLVED, to authorize and direct the village treasurer to release payment in full upon Mayor Dahlgard’s review of the completed work.
- It was, upon motion by Trustee Fischer, second by Trustee Van Vechten and unanimously adopted:
RESOLUTION #182-16
RESOLVED, to accept the budget modifications the amount of \$ 95,423.85 with a net change of zero, as noted below:

	BUDGET F/Y/E	BUDGET ADJUSTMENT	MODIFIED BUDGET
	2/28/2017		2/28/2017
A1170.1	FRANCHISE FEES - CABLEVISION	(18,000.00)	(22,002.00)
A1170.2	FRANCHISE FEES - VERIZON	(11,200.00)	(14,283.52)
A1580	BUILDING PERMITS	(76,226.22)	(76,576.22)
A1580.1	CELL TOWER REVENUE	(115,230.58)	(124,585.23)
A2810.0	JUSTICE COURT FINES	(67,981.00)	(41,259.90)
A3005	MORTGAGE TAX	(38,000.00)	(55,592.75)
A1110.5	JUSTICE COURT TRAVEL	0.00	356.00
A1110.8	JUSTICE COURT BENEFITS	1,385.43	1,385.54
A1325.1	TREASURER - PERSONAL SERVICE	44,975.01	46,672.04
A1325.22	TREASURER - OFFICE SUPPLIES	2,450.00	2,700.00
A1325.8	TREASURER BENEFITS	3,440.59	3,473.31
A1410.1	CLERK - PERSONAL SERVICE	69,561.92	69,566.70
A1410.22	CLERK - OFFICE SUPPLIES, TELEPHONE	8,000.00	8,500.00
A1410.41	LAW - GENERAL	47,109.38	50,480.32
A1620.2	VILLAGE HALL - UTILITIES	24,000.00	24,350.00
A1620.800	VILLAGE HALL - REPAIRS & MAINTENANCE	6,000.00	6,100.00
A3120.23	POLICE - UNIFORMS, SUPPLIES	6,700.00	6,900.00
A3620.8	BLDG INSPECTOR BENEFITS	2,284.34	2,284.36
A5110.25	STREET MAINT - DRAINAGE TRUCKING & DISPOSAL	7,000.00	7,800.00
A8010.1	ZONING BOARD - PERSONAL SERVICE	5,153.64	5,153.65
A8020.10	PLANNING BOARD - PERSONAL SERVICE	5,153.64	5,153.65
A1990	CONTINGENCY	0.00	0.00
		0.00	0.00
		(93,423.85)	(93,423.85)

- Adjustments to tax assessments received from the Town of Smithtown subsequent to the acceptance of the tax rolls It was, upon motion by Trustee Fischer, second by Trustee Van Vechten and unanimously adopted:

RESOLUTION #183-16

RESOLVED, to authorize and direct the Village Treasurer to refund the taxes as per the successful grievances in the amount of \$787.31.

PROPERTY ID	SECTION	BLOCK	LOT	HOMEOWNER	ASSESSOR LETTER	ASSESSOR'S DATE	CURRENT ASSESSMENT	CORRECTED ASSESSMENT	DIFFERENCE	2016/2017 ADJUSTMENT
1 4920	1	2	23	VAN TUTT	21-Dec-16	21-Nov-16	14980	14755	(225)	(53.44)
2 19700	4	2	2	VAN TUTT	21-Dec-16	21-Nov-16	8000	7850	(150)	(47.50)
3 44100	7	3	24.1	PAGANO	21-Dec-16	18-Dec-16	11895	10920	(975)	(181.69)
4 48900	7	5	4	OGLIVE	21-Dec-16	18-Dec-16	15300	14300	(1,000)	(237.50)
5 11200	2	2	18.4	RIGOLE	18-Jan-17	31-Jan-17	18075	14950	(3,125)	(267.18)
ASSESSMENT ADJUSTMENT - MARCH 15, 2017									(3,310)	(787.31)

- Treasurer's report submitted to the Board.

4. Mayor – Douglas A. Dahlgard

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

RESOLUTION #184-16

In accordance with RESOLUTION #156-16

RESOLVED, the Board of Trustees hereby appoints John Delaney to the Joint Coastal Commission to fulfill the current vacancy; this term expires April 2018.

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

- Winter storm was handled well.
- Discussion regarding GEI and potential grant activities.

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

- Nothing of note.

7. Public Comment:

- Deer discussion. No action taken.
- Compliments given to the highway department.
- It was, upon motion by Trustee White, second by Trustee Fischer and unanimously adopted, to move to executive session to discuss personnel. No action taken. It was, upon motion by Trustee White, second by Trustee Ogden, and unanimously adopted, to move to public session.
- It was, upon motion by Trustee Van Vechten, second by Trustee Fischer and unanimously adopted:

RESOLUTION #185-16
WHEREAS, the Village Head of the Harbor wishes to establish a new job title of Part-Time Clerk/Typist in the Clerk's Office; and
WHEREAS, this is a part-time, hourly, non-exempt, non-competitive position not to exceed 10 hours per week, and
WHEREAS, the Village Clerk is authorized to interview and hire for said position with a start date the week of April 3, 2017,
NOW, THEREFORE BE IT RESOLVED, that the Board of Trustees of the Village of Head of the Harbor does hereby authorize this action, and directs the Mayor to file the necessary paperwork with Suffolk County Department of Civil Service.

- It was, upon motion by Trustee White, second by Trustee Ogden and unanimously adopted:
RESOLUTION #186-16
WHEREAS, the Village Head of the Harbor wishes to establish a new job title of Part-Time Deputy Treasurer in the Treasurer's Office; and
WHEREAS, this is a part-time, hourly, non-exempt, non-competitive position not to exceed 11 hours per week, remuneration is to be \$22.50/hr., and
WHEREAS, said position is to start April 3, 2017,
NOW, THEREFORE BE IT RESOLVED that the Board of Trustees of the Village of Head of the Harbor does hereby authorize this action, and directs the Mayor to file the necessary paperwork with Suffolk County Department of Civil Service.

- It was, upon motion by Trustee Ogden, second by Trustee Van Vechten and unanimously adopted:
RESOLUTION #187-16
WHEREAS, the Village Head of the Harbor wishes to establish a new job title of Labor Crew Leader in the Highway Department;
WHEREAS, this is a Full-time, hourly, non-exempt, non-competitive position, remuneration is to be \$30.00/hr., and
WHEREAS, Board of Trustees wishes to promote highway laborer Frank Prinzevalli to said position effective immediately upon Suffolk County Civil Services approval of said title,
NOW, THEREFORE BE IT RESOLVED, that the Board of Trustees of the Village of Head of the Harbor does hereby authorize this action, and directs the Mayor to file the necessary paperwork with Suffolk County Department of Civil Service.

There being no other matters to be brought before the Board; it was, upon motion by Trustee Fischer, second by Trustee Van Vechten and unanimously adopted, to adjourn the meeting at 8:16 PM.

Respectfully Submitted,

Margaret O'Keefe
Village Clerk