

**MINUTES OF THE MEETING OF  
THE BOARD OF TRUSTEES  
Wednesday, May 17 2023**

A meeting of the Board of Trustees of the Incorporated Village of Head-of-the-Harbor was held on Wednesday, May 17, 2023 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, L. Gordon Van Vechten and Trustee Jeffrey D. Fischer. Also, in attendance Village Administrator/Clerk, Margaret O’Keefe; Police Chief, Charles M. Lohmann; Village Attorney, Anthony S. Guardino; Co-Counsel, Philip Butler; Building Inspector, Robert O’Shea and Village Treasurer, Patricia Mulderig. Members of the public were requested to sign-in.

Pledge of Allegiance

• **Mayor – Douglas A. Dahlgard:**

Mayor Dahlgard convened the meeting on this 17<sup>th</sup> day of May 2023, at 7:00 PM. It was, upon motion by Trustee Ogden, second by Trustee Van Vechten, and unanimously adopted to convene the public hearing for the purpose of considering a Special Use Permit application by the Monastery of the Glorious Ascension Inc., for construction of a 3,341 square foot Worship Building. Attorney for the application, Joseph Buzzell, Esq. made a presentation to the Board and submitted the following:

Exhibit A – 4 photos of the property as it exists.

Exhibit B- Traffic Study by Atlantic Traffic and Design dated July 29, 2021 with most recent revision date of January 12, 2023.

Subsequent to Mr. Buzzell’s presentation the Board of Trustees made an inquiry as to the application. Official transcript attached hereto. No action was taken by the Trustees.

Public comment letters previously submitted include:

Coleman, Leighton (Forwarded email from J. Van Liew)	May 16, 2023
Davidson, Lisa Blake	May 16, 2023
Davidson, Lisa Blake	May 15, 2023
Rev. Wetmore	May. 15, 2023
Bollhofer, Joseph	May 15, 2023
Fleming, Geoffery	May 12, 2023
Davidson, Lisa Blake	March 7, 2023
OPRHP	September 29, 2022
Davidson, Lisa Blake	March 30, 2022
Lessard, Laura	September 16, 2021
Lecky/Hartman	September 13, 2021
Preservation Long Island	September 9. 2021
Van Liew, Jeffrey	September 9, 2021
Coleman, Leighton	August 31, 2021

The public was given the opportunity to speak and submit documents. Official transcript attached hereto. Public comment was made by:

- Hartman, Robert
- Rinear, Erica
- Coleman, Leighton H.
- Utevsky, Michael
- Acker, Natasha
- Gruder, Glenn
- Leighton, Alexandra
- Kassay, David
- Lessard, Laura
- Becker, Ham
- Fischer, Olivia
- Georgakopoulos, Evangelos
- Lessard, Suzannah
- Johnson, Yvonne
- Mahler, Ted
- Bollhofer, Joseph
- Scully, James
- Nurge, Kimberly
- Kostis, Stacey
- Antoniou, Robert
- Antoniou, Louis
- Fetherston, Nancy
- Shutka, Meg
- Raveica, Adeline
- Rosasco, Troy

Documents presented to the Board of Trustees at the hearing include:

Acker, Natahsa (petition)	May 17, 2023
Leighton, Alexandra	May 17, 2023
Nurge, kimberly	May 17, 2023
Fetherson, Nancy	May 17, 2023
Rosasco, Troy	May 17, 2023

It was, upon motion by Trustee Fischer, second by Trustee Ogden, and unanimously adopted to hold the public hearing open until Wednesday, June 21, 2023, to be held at 7 PM, Village Hall, 500 North Country Rd., St. James NY 11780.

### 1. Mayor – Trustees Monthly Meeting

- It was, upon motion by Trustee Van Vechten, second by Trustee Fischer, and unanimously adopted: **RESOLUTION #028-23**  
Minutes of April 19, 2023, 7 PM meeting of the Board of Trustees were presented.  
**RESOLVED**, to adopt the minutes of the above meeting as presented.
- It was, upon motion by Trustee Fischer, second by Deputy Mayor White, and unanimously adopted: **RESOLUTION #029-23**  
Minutes of May 3, 2023, 7 PM meeting of the Board of Trustees were presented.  
**RESOLVED**, to adopt the minutes of the above meeting as presented.

- Notice to be sent out to SingCo that they are in breach of contract.
- It was, upon motion by Deputy Mayor White, second by Trustee Fischer, and unanimously adopted:  
**RESOLUTION #030-23**  
**WHEREAS**, AlarmsRUs has confirmed the transfer and functionality of the village burglar and fire alarm systems to their Central Station,  
**BE IT RESOLVED**, to authorize Mayor Dahlgard to cancel the month-to-month agreement with AirTight Security. This resolution is effective as of May 9, 2023.
  - J. O'Connor continue month-to-month.
  - Building Inspector report. No action taken.

**2. Financials – Patricia Mulderig, Treasurer:**

- It was, upon motion by Trustee Fischer, second by Trustee Van Vechten, and unanimously adopted:  
**RESOLUTION #031-23**  
**RESOLVED**, to adopt Abstracts #127783 through and including #127795 in the total amount of \$42,138.73 be paid from the General Fund.
- It was, upon motion by Trustee Fischer, second by Trustee Van Vechten, and unanimously adopted:  
**RESOLUTION #032-23**  
**RESOLVED**, to adopt Abstract TA #211 in the total amount of \$2,542.50 to be paid from the Trust & Agency Fund.
- It was, upon motion by Trustee Van Vechten, second by Trustee Fischer, and unanimously adopted:  
**RESOLUTION #033-23**  
**RESOLVED**, the Village Treasurer is authorized and directed to make modifications to the 2023/2024 budget in the amount totaling \$52,054.53 for a net change of zero, as noted:

VILLAGE OF HEAD OF THE HARBOR  
2023/2024 BUDGET MODIFICATIONS  
5/17/2023

		BUDGET F/Y/E	BUDGET ADJUSTMENT	MODIFIED BUDGET
		<u>2/28/2023</u>	<u>ADJUSTMENT</u>	<u>2/28/2023</u>
A1410.22	CLERK OFFICE SUPP, TELEPHONE	9,585.00	(50.00)	9,535.00
A1410.221	CLERK MISCELLANEOUS COVID 19	0.00	50.00	50.00
A1620.26	VILLAGE HALL FLOOD DAMAGE REPAIR	0.00	8,900.00	8,900.00
A1950.4	TAXES & ASSESSMENTS ON MUNICIPAL PROPERTY	0.00	320.00	320.00
A8050.0	GRANT WRITER	0.00	7,200.00	7,200.00
A1990.0	CONTINGENCY	42,469.53	(16,420.00)	26,049.53
		<u>0.00</u>	<u>0.00</u>	<u>0.00</u>
		<u>52,054.53</u>	<u>0.00</u>	<u>52,054.53</u>

- It was, upon motion by Deputy Mayor White, second by Trustee Ogden, and unanimously adopted:  
**RESOLUTION #034-23**  
**RESOLVED**, to reaffirm the appointment of George Layburn to the Architectural Review Board. This term is effective until April 2028.
- It was, upon motion by Deputy Mayor White, second by Trustee Van Vechten, and unanimously adopted:  
**RESOLUTION #035-23**  
**RESOLVED**, to accept the resignations of Cassidy Lessard effective April 21, 2023, Jamie Dreschler effective May 2, 2023, and for purposes of retirement John Gerlach effective May 31, 2023,

**BE IT FURTHER RESOLVED**, to hire Officer John Gerlach, for an effective date of June 1, 2023 and Kellie Micillo for an effective date of May 18, 2023, as part-time, nonexempt, Police Officers at an hourly rate of \$40.28 per hour, not to exceed 20 hours per workweek maximum.

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 10:08 PM.

Respectfully Submitted,

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Margaret O'Keefe  
Village Administrator/Clerk