

**MINUTES OF THE MEETING OF
THE BOARD OF TRUSTEES
WEDNESDAY, MAY 19, 2021**

A meeting of the Board of Trustees of the Incorporated Village of Head-of-the-Harbor was held on Wednesday, May 19, 2021 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 Trustee Jeffrey D. Fischer. Also, in attendance Village Administrator/Clerk, Margaret O’Keefe; Village Treasurer, Patricia Mulderig; Village Attorney, Anthony S. Guardino; Co-Counsel, Philip Butler; Police Chief, Charles M. Lohmann and Building Inspector, Robert O’Shea.

Pledge of Allegiance.

1. Mayor – Douglas A. Dahlgard

- Minutes of April 21, 2021 7 PM meeting of the Board of Trustees were presented. It was, upon motion by Deputy Mayor White, second by Trustee Van Vechten and unanimously adopted: **RESOLUTION #023-21**
RESOLVED, to adopt the minutes of April 21, 2021 meeting as presented.

- It was, upon motion by Deputy Mayor White, second by Trustee Fischer and unanimously adopted: **RESOLUTION #024-21**
WHEREAS, Village Justice Ellen D. Fishkin resigned effective May 6, 2021, and
WHEREAS, in accordance with Village Law §3-300(2) the Board of Trustees does hereby extend the Village Justice’s residency requirements to within the County of Suffolk, and subject to other requirements for holding public office, and
WHEREAS, the Village Justice shall be compensated at the salary of Five Hundred Dollars (\$500.00) each session of the court that he presides, not to exceed two (2) sessions any calendar month, subject to submission of voucher as required under Village Law §5-524,
NOW THEREFORE, in accordance with Village Law §3-312 Mayor Dahlgard hereby appoints Hon. John J. Toomey, Jr. Residing at 12 King Arthur Court, St. James, County of Suffolk, New York as Village Justice effective until the General Election of March 2022, and it is further
RESOLVED, the Hon. John J. Toomey, Jr., Village Justice, is authorized in his official capacity to open a Justice Court Account, with TD Bank, and to authorize Mayor Dahlgard to be assigned as second signatory,
BE IT FURTHER RESOLVED, the village treasurer is authorized and directed to deposit the amount of \$500.00 in village funds to cover administrative costs. This resolution is effective immediately.

- It was, upon motion by Deputy Mayor White, second by Trustee Fischer and unanimously adopted: **RESOLUTION #025-21**
Ms. Amanda Cull, Justice Court submitted her resignation effective April 22, 2021; and
WHEREAS, Amy Prokop, an experienced court clerk has come highly recommended as an Interim Clerk and Training Supervisor,
BE IT RESOLVED, to appoint Amy Prokop as a temporary part-time Justice Court Clerk, on a non-civil service basis, not to exceed 8 hours per week at the rate of \$30.00/hr., with office hours to coordinate with training of court personnel. Said employment is offered from May 19, 2021 until July 31, 2021. This resolution is effective immediately.
BE IT FURTHER RESOLVED, that the Board of Trustees hereby appoints Ms. Carolanne Darrigo as a part-time Justice Court Clerk, on a non-civil service basis, not to exceed 20 hours per week at the rate of \$26.00/hr., with mandatory public office hours and days to be Tuesday’s and Thursday’s, each week, from 9am until 2pm, and the remaining hours to be determined by the Village Justice. Said employment is contingent upon Ms. Darrigo successfully passing a background investigation. This appointment is effective immediately.

- It was, upon motion by Trustee Fischer, second by Trustee Odgen and unanimously adopted:
RESOLUTION #026-21
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- It was, upon motion by Deputy Mayor White, second by Trustee Van Vechten and unanimously adopted:
RESOLUTION #027-21
WHEREAS, on August 21, 2020 the Village began proceedings against ELEANOR V. HUGHES, INDIVIDUALLY and AS ADMINISTRATRIX OF THE ESTATE OF TERENCE. D HUGHES, JR., and NORTH COUNTRY TREE and LANDSCAPING INC., and
WHEREAS, a Stipulation of Settlement has been presented to the Board of Trustees,
BE IT RESOLVED, to authorize and direct the Mayor to execute the Stipulation of Settlement in his official capacity.
 - St. James Fire Department Annual Race will be held on September 25, 2021. No action taken.

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

- It was, upon motion by Trustee Fischer, second by Trustee Van Vechten, and unanimously adopted:
RESOLUTION #028-21
RESOLVED, to adopt Abstracts #127513 through and including #127524 in the total amount of \$31,112.45 be paid from the General Fund.
- It was, upon motion by Trustee Van Vechten, second by Trustee Fischer, and unanimously adopted:
RESOLUTION #029-21
RESOLVED, to adopt Abstract TA #185 in the total amount of \$1,127.50 to be paid from the Trust & Agency Fund.
- It was, upon motion by Trustee Fischer, second by Trustee Van Vechten, and unanimously adopted:
RESOLUTION #030-21
RESOLVED, the village treasurer is authorized and directed to make budget modifications to the 2021/2022 budget totaling \$9,773.11 for a net change of zero, as noted:

VILLAGE OF HEAD OF THE HARBOR 2021/2022 BUDGET MODIFICATIONS 5/19/2021		BUDGET F/Y/E	BUDGET ADJUSTMENT	MODIFIED BUDGET
		<u>2/28/2022</u>	<u>2/28/2022</u>	<u>2/28/2022</u>
A1410.221	CLERK - MISCELLANEOUS COVID 19	0.00	14.97	14.97
A1680.22	WEBSITE	3,000.00	17.99	3,017.99
A1165	COUNTY SALES TAX	(51,000.00)	(46,801.00)	(97,801.00)
A3120.2	POLICE -VEHICLES	15,000.00	46,801.00	61,801.00
A8510.44	COMM BEATIFICATION - TREE CITY USA	0.00	0.00	0.00
A1990	CONTINGENCY	42,773.11	(32.96)	42,740.15
		<u>0.00</u>	<u>0.00</u>	<u>0.00</u>
		<u>9,773.11</u>	<u>(0.00)</u>	<u>9,773.11</u>

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

- 2021/2022 paving projects discussed. No action taken.
- Arbor Day Event went well.
- RFP for Urban Forestry moving forward.

4. Building Inspector – Robert O’Shea:

- Several applications being reviewed. No action taken.

5. Police Department – Chief Charles M. Lohmann

- It was, upon motion by Deputy Mayor White, second by Trustee Van Vechten, and unanimously adopted:
RESOLUTION #031-21
WHEREAS, the Village Police Department is in need of one (1) new police vehicle to adequately perform the duties and obligations of the Village Police Department and to serve and protect the citizens of the Village; and

WHEREAS, it is the recommendation of the Village Police Department and to serve and protect the citizens of the Village; and

WHEREAS, it is the recommendation of the Village Police Chief that the Board of Trustees authorize the purchase of one new Ford Police Utility Interceptor Hybrid off Onondaga County Bid 8771 2021 at an expense of \$41,570.03; and

WHEREAS, based on the recommendation of the Village Police Department, the Finance Committee and Board of Trustees has determined the purchase of one (1) new Ford Interceptor Police Utility Vehicle, at the above bid price, is in the best interests of the citizens of the Village,

NOW THEREFORE, BE IT RESOLVED, the Board authorizes and directs the village clerk, Margaret O'Keefe to purchase one (1) new Ford Interceptor Police Utility Vehicle at an expense not to exceed \$41,570.03, to be paid from the Village General Fund, and

BE IT FURTHER RESOLVED, to authorize and direct the village treasurer, Patricia Mulderig to release payment upon delivery.

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

RESOLUTION #032-21

RESOLVED, to accept the donation from Mr. & Mrs. Morrison of \$5,000.00, and

BE IT FURTHER RESOLVED, to accept the donation from Mr. & Mrs. Scully of \$500.00.

- 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 8:30 PM.

Respectfully Submitted,

Margaret O'Keefe
Village Administrator/Clerk