

**MINUTES OF THE MEETING OF  
THE BOARD OF TRUSTEES  
Wednesday, June 15, 2016 7 PM**

A meeting of the Board of Trustees of the Incorporated Village of Head-of-the-Harbor was held on Wednesday, June 15, 2016 at 7 PM at the Village Hall located at 500 North Country Rd., St. James, NY 11780. Those present were the following members Deputy Mayor Daniel W. White, Trustees Judith C. Ogden, L. Gordon Van Vechten and Jeffrey D. Fischer. Also in attendance Village Clerk Margaret O'Keefe, Village Attorney Anthony B. Tohill and Village Treasurer Patricia Mulderig. Not in attendance this evening, Mayor Douglas A. Dahlgard.

**1. Deputy Mayor – Daniel W. White:**

- **Minutes of May 18, 2016 at 7 PM** Trustees meeting minutes were presented. It was upon motion by Trustee Fischer, second by Trustee Van Vechten and unanimously adopted:  
**RESOLUTION # 037-16**  
**RESOLVED**, to adopt the minutes of the above referenced meeting as presented
- **Minutes of June 1, 2016 at 7 PM** Trustee work session minutes were presented. . It was upon motion by Trustee Ogden, second by Trustee Fischer, abstention by Trustee Van Vechten and adopted (3-0-1):  
**RESOLUTION # 038-16**  
**RESOLVED**, to adopt the minutes of the above referenced meeting as presented.
- It was upon motion by Trustee Ogden, second by Trustee Van Vechten and unanimously adopted:  
**RESOLUTION # 039-16**  
In accordance with Trustees resolution #004-16, and to clarify dates of hire,  
**BE IT RESOLVED**, Walter Justincic, George O'Brien, and Kevin Williams part-time, nonexempt, Police Officer's employment began with the village of Head of the Harbor as of April 4, 2016.
- It was upon motion by Trustee Ogden, second by Trustee Van Vechten and unanimously adopted:  
**RESOLUTION # 040-16**  
**WHEREAS**, Police Chief Charles Lohmann has identified the need for additional officers,  
**BE IT RESOLVED**, the Board of Trustees hereby appoints, Gregory Turzer, part-time, nonexempt, Police Officer at an hourly rate of \$30.42 per hour, not to exceed 20 hours per workweek maximum. This resolution is effective immediately, for a hire date of June 15, 2016.
- It was upon motion by Trustee Ogden, second by Trustee Van Vechten and unanimously adopted:  
**RESOLUTION # 041-16**  
**WHEREAS**, the village benefits from the Town of Smithtown's performance of certain Road Repair and Maintenance projects, and  
**WHEREAS**, an Inter-Municipal Agreement has been submitted to the Board of Trustees, and  
**WHEREAS**, said agreement has been approved in form by the village attorney,  
**BE IT RESOLVED**, to authorize Deputy Mayor White to execute said Inter-Municipal Agreement for Road Repair and Maintenance in his official capacity.
- It was upon motion by Trustee Ogden, second by Trustee Fischer and unanimously adopted:  
**RESOLUTION # 042-16**  
**WHEREAS**, the village benefits from the Town of Smithtown's performance of certain Traffic Signs and Pavement Markings projects, and  
**WHEREAS**, an Inter-Municipal Agreement has been submitted to the Board of Trustees, and  
**WHEREAS**, said agreement has been approved in form by the village attorney,  
**NOW THEREFORE BE IT RESOLVED**, to authorize Deputy Mayor White to execute said Inter-Municipal Agreement for Traffic Signs and Pavement Markings in his official capacity.

- It was upon motion by Trustee Ogden, second by Trustee Van Vechten and unanimously adopted:  
**RESOLUTION # 043-16**  
**WHEREAS**, it is the recommendation of the Planning Board Chair that the Board of Trustees continues the professional services agreement for environmental planning with Inter-Science Research Associates, Inc., and  
**WHEREAS**, an agreement has been submitted to the Board of Trustees, and  
**WHEREAS**, said agreement has been approved in form by the village attorney,  
**NOW THEREFORE BE IT RESOLVED**, to authorize Deputy Mayor White to execute said agreement in his official capacity.

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

- Report submitted to Board.
- It was upon motion by Trustee Fischer, second by Trustee Van Vechten and unanimously adopted:  
**RESOLUTION # 044-16**  
**RESOLVED** to adopt Abstracts #126888 through and including #126891 in the total amount of \$101,096.99 to be paid from the General Fund.
- It was upon motion by Trustee Fischer, second by Trustee Van Vechten and unanimously adopted:  
**RESOLUTION # 045-16**  
**RESOLVED** to adopt Abstracts ##126892 in the total amount of \$94.81 to be paid from the General Fund.
- 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 Ogden and unanimously adopted:  
**RESOLUTION # 046-16**  
**RESOLVED**, to authorize and direct the Village Treasurer to refund the taxes as per the successful grievances in the amount of \$440.39.

5	1	13.1	SCHWARTZ	8-Jun-16	10-May-16	19200	18850	(350)	(82.25)	
7	4	4.31	GIELLA	8-Jun-16	10-May-16	9734	9100	(634)	(148.99)	
8	1	19.13	CAMERA	8-Jun-16	10-May-16	12915	12025	(890)	(209.15)	
								ASSESSMENT ADJUSTMENT - JUNE 15, 2016	(1,874)	(440.39)

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

- It was upon motion by Trustee Ogden, second by Trustee Van Vechten and unanimously adopted:  
**RESOLUTION # 047-16**  
**WHEREAS**, the Board of Trustees wishes to cause certain interior repairs at the Highway Barn including, sheet rocking, spackling, insulation, and construction of a staircase and installation of a door,  
**WHEREAS**, any engagement of a contractor for public works less than \$35,000.00 is subject to compliance with the villages procurement policy adopted April 20, 2016  
**WHEREAS**, Trustee Ogden over the course of the 6 +/- months last past has solicited bids and obtained four, two documented by third party contractors, and two unavailable documentations despite best efforts, 2 unavailable by third party documentation, and  
**WHEREAS**, the low bid is Walter A, Chapman, LLC dated June 13, 2016 in the sum of \$6,200.00,  
**NOW THEREFORE BE IT RESOLVED**, the Board of Trustees by authorized representatives may enter into an agreement with Walter A. Chapman, LLC in accordance with the written June 13, 2016 proposal on file with the Village clerk.

- It was upon motion by Trustee Ogden, second by Trustee Van Vechten and unanimously adopted:  
**RESOLUTION # 048-16**  
**RESOLVED**, to appoint Christopher A. Simms, retroactively to June 13, 2016, as highway laborer, a non-exempt, full-time, at will employee to receive \$16.00/ hr. plus benefits in accordance with village policies. This resolution is subject to the results of an approved background and clean driving record check being performed by another agency.
- It was upon motion by Trustee Fischer, second by Trustee Ogden and unanimously adopted:  
**RESOLUTION # 049-16**  
**WHEREAS**, the Board of Trustees finds that the 2010 police department Ford Crown Victoria, is a surplus vehicles and should be placed for sale, and  
**WHEREAS**, a contract for auction has been approved in form by the village attorney,  
**NOW THEREFORE BE IT RESOLVED**, the Board of Trustees approves the listing by Auctions International for a list fee of \$30.00, and does hereby authorize Deputy Mayor White to execute said contract.
- It was upon motion by Trustee Ogden, second by Trustee Van Vechten and unanimously adopted:  
**RESOLUTION # 050-16**  
**BE IT RESOLVED**, that the Board of Trustees of the Village of Head of the Harbor does hereby accept a donation in the amount of \$10,000.00 from Thomas Ferentinos, and  
**BE IT FURTHER RESOLVED**, that the Board of Trustees of Head of the Harbor appreciates and wishes to thank Thomas Ferentinos for his kind and generous donation to the village.
- It was upon motion by Trustee Fischer, second by Trustee Ogden and unanimously adopted:  
**RESOLUTION # 051-16**  
**RESOLVED**, that the highway commissioner of the village of Head of the Harbor hereby is authorize to proceed to pave the roads Three Sisters from Pin Oak to Harbor Rd. and Harbor Rd. to Moriches at a total cost of \$40,354.00 as annexed to email correspondence dated Wednesday, June 15, 2016 1:49 PM on a hand written addendum by the Highway Superintendent of the Town of Smithtown.

#### **4. Building Department – Gerard Harris, Building Inspector:**

- Planning Board did not meet.
- ARB received several applications pending further review.
- JCC reviewed 3 applications requiring site visits.

#### **5. Police Department – Chief Charles M. Lohman**

- Per comments from both liability and workers' compensation carriers, No Trespassing Employee Only signs have been installed at Head of the Harbor's Highway Yard. As post any and all trespasser will be removed and subject to arrest.
- Suffolk County Motor Carrier Safety Unit performed vehicle safety inspections on recent through traffic.
- Suffolk County PD will be closing portions of Route 25A an Highland Avenue on Friday, June 17, 2016. Notice to go on the village's website and through the Alert system.
- St. James Fire Department thanked the village for its support during its annual 5K. Discussion regarding 2017 Race. No action taken.

#### **6. Public Comment**

- Spring/Summer paving discussed.
- Speeding through the village.
- Deputy Mayor White expressed his sympathies for the family of resident Ms. E. Nostrand who recently passed.

- It was upon motion by Trustee Fischer, second Trustee Van Vechten, and unanimously adopted to move to executive session to discuss personnel. No action taken. Chief Lohmann and Ms. Mulderig were excused, and executive session continued. No action taken. It was upon motion by Trustee Ogden Van Vechten, second by Trustee Van Vechten, and unanimously adopted, to move to public session.

There being no other matters to be brought before the Board; it was, upon motion by Trustee Fischer, second by Trustee White and unanimously adopted, to adjourn the meeting at 8:25 PM.

Respectfully Submitted,

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Margaret O'Keefe  
Village Clerk