

**MINUTES OF THE MEETING OF  
THE BOARD OF TRUSTEES  
Wednesday, June 18, 2014 at 7 PM**

A meeting of the Board of Trustees of the Incorporated Village of Head-of-the-Harbor was held on Wednesday, June 19, 2014 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 Jeffrey D. Fischer. Also in attendance Village Clerk Margaret O'Keefe, Village Treasurer Patricia Mulderig, and Village Attorney Anthony B. Tohill.

**1. Mayor – Douglas A. Dahlgard:**

- Proclamation presented to Chief Martin Thompson and absentia Colleen Thompson, for bravery. Kenneth Maher performed a special blessing. Mayor paused the meeting to allow for photographs.

CLERK'S NOTE: TRUSTEE OGDEN WAS EXCUSED FOR A PREVIOUS ENGAGEMENT AND WAS NOT PRESENT FOR THE REMAINDER OF THE MEETING. Meeting reconvened at 7:20 PM.

- It was, upon motion by Trustee White, second by Trustee Fischer and unanimously adopted:  
**RESOLUTION #044-14**  
WHEREAS, in accordance with Trustees resolution #060-13 of August 21, 2013, the village entered into a drainage contract with D. F. Stone, and  
WHEREAS, said contract has the option for renewal on a year-to-year basis for a period of three years, and  
WHEREAS, Daniel Falasco, P.E., village engineer recommends the continuation of said contract,  
NOW, THEREFORE, BE IT RESOLVED, the Board of Trustees of the Village of Head of the Harbor on behalf of the village hereby extends the above referenced drainage contract with D. F. Stone, Inc. , 365 days beginning August 21, 2014.
- It was, upon motion by Trustee White, second by Trustee Van Vechten and unanimously adopted:  
**RESOLUTION #045-14**  
WHEREAS, the in accordance with Trustees resolution #059-13 of August 21, 2013, the village entered into an asphalt paving contract with Kings Park Industries, Inc., and  
WHEREAS, Daniel Falasco, P.E., village engineer recommends the continuation of said contract,  
NOW, THEREFORE, BE IT RESOLVED, the Board of Trustees of the Village of Head of the Harbor on behalf of the village hereby extends the above referenced asphalt paving contract with Kings Park Industries, Inc. 365 days beginning August 21, 2014.
- It was, upon motion by Trustee Van Vechten, second by Trustee Fischer and unanimously adopted:  
**RESOLUTION #046-14**  
WHEREAS, The Village of Head of the Harbor wishes to apply for newly available grants, and  
WHEREAS, the services of Jennifer Mesiano are highly known and recommended, and  
WHEREAS, the Office of the State Comptroller allows for the hiring of professionals staff without a formal bidding process,  
BE IT RESOLVED, the Board of Trustees agrees to engage the services of Jennifer Mesiano at a rate of \$150.00/hr.  
BE IT FURTHER RESOLVED, to authorize Mayor Douglas A. Dahlgard to execute the service agreement annexed hereto in his official capacity.
- It was, upon motion by Trustee White, second by Trustee Van Vechten, abstention by Trustee Fischer (3-0-1) and adopted:  
**RESOLUTION #047-14**  
In accordance with General Municipal Law §803 and Village Code §24 Code of Ethics a disclosure notice has been filed by village Trustee, Jeffrey D. Fischer.  
WHEREAS, Mr. Fischer has disclosed his position as President of Atlantic Business Systems, and  
THEREFORE, the Board of Trustees has determined that should they decide to engage Atlantic Business Systems Inc, for IT services and/or equipment purchases, Trustee Jeffrey D. Fischer will, must, and shall abstain from any such vote,  
NOW, THEREFORE BE IT RESOLVED, the Board of Trustees acknowledges this filing and will retain a copy in the village records.

- It was, upon motion by Trustee White, second by Trustee Van Vechten, abstention by Trustee Fischer (3-0-1) and adopted:  
**RESOLUTION #048-14**  
WHEREAS, the village wishes to purchase a new DVR to enhance the security cameras at Village Hall, and  
WHEREAS, quotes for an 8 channel, 1 or 2 TB HD DVR have been requested from A+ Technology Solutions, Inc., Bay Shore NY, Alarm Tech Security Systems, Hauppauge, NY and Atlantic Business Systems, Inc., Hauppauge, NY and  
WHEREAS, the lowest bidder has proven to be Atlantic Business Systems, Inc.,  
THEREFORE BE IT RESOLVED, to authorize the village clerk to purchase and cause to be installed an Eyemax H.264 Full D1/960H real time recording DVR with eight (8) channels and a 2 TB hard drive from Atlantic Business Systems, Inc in the amount of \$459.00 complete.
- It was, upon motion by Trustee White, second by Trustee Van Vechten, abstention by Trustee Fischer (3-0-1) and adopted:  
**RESOLUTION #049-14**  
RESOLVED, to adopt the minutes of the May 21, 2014 Trustees meeting as presented.
- It was, upon motion by Trustee Van Vechten, second by Trustee Fischer and unanimously adopted:  
**RESOLUTION #050-14**  
Resolution to adopt the minutes of the June 4, 2014 Trustees work session as presented.
- It was, upon motion by Trustee Van Vechten, second by Trustee White and unanimously adopted:  
**RESOLUTION #051-14**  
BE IT RESOLVED, authorizing and directing the village Clerk to post and publish a public hearing to amended the franchise agreement with Cablevision New York. Said public hearing is to be held on Wednesday, July 9th, 2014 at 7 PM, after which a meeting of the Board of Trustees will convene.
- It was, upon motion by Trustee Van Vechten, second by Trustee Fischer and unanimously adopted:  
**RESOLUTION #052-14**  
WHEREAS, the Highway Commissioner and Highway Superintendent have deemed the 1985 Flink bin spreader irreparable,  
BE IT RESOLVED, to authorize and direct the highway department to deliver said equipment to the Gershow Recycling Facility, 71 Peconic Ave., Medford, NY 11763 for recycling purposes.
- It was, upon motion by Trustee Fischer, second by Trustee White and unanimously adopted:  
**RESOLUTION #053-14**  
WHEREAS, the attendance of municipal officials at training session and conferences or schools benefits the municipality; and  
WHEREAS, the village clerk has been awarded a partial scholarship to attend Cornell University's Municipal Clerks Institute, and  
WHEREAS, said attendance completes her participation of the Masters Curriculum, and  
WHEREAS, this item has been included in the 2014/2015 budget,  
NOW, THEREFORE BE IT RESOLVED: to authorize the village clerk to attend Cornell University's Municipal Clerk's Institute for July 2014 and to accept all scholarships awarded on behalf of the village of Head of the Harbor.
- It was, upon motion by Trustee Fischer, second by Trustee Van Vechten and unanimously adopted:  
**RESOLUTION #054-14**  
RESOLVED, the village clerk is authorized and directed to cancel the previously scheduled work session of July 2, 2014, and  
BE IT FURTHER RESOLVED, authorizing and directing the village Clerk to post and publish a public hearing to amended the franchise agreement with Cablevision New York. Said public hearing is to be held on Wednesday, July 9th, 2014 at 7 PM, after which a meeting of the Board of Trustees will convene.

- It was, upon motion by Trustee White, second by Trustee Van Vechten and unanimously adopted:  
**RESOLUTION #055-14**  
RESOLVED, to approve of the request made by the non-for profit entity, St. James Methodist Church, to waive building permit fees associated with the application to renovation an existing bathroom to make it ADA compliant.
- It was, upon motion by Trustee Van Vechten, second by Trustee Fischer and unanimously adopted:  
**RESOLUTION #056-14**  
WHEREAS, the Board of Trustees has received an Intermunicipal Agreement with the Town of Smithtown for Code Enforcement, and  
WHEREAS, entering into such an agreement will assist in the enforcement of Head of the Harbor's Village Codes, 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 White, second by Trustee Fischer and unanimously adopted:  
**RESOLUTION #057-14**  
WHEREAS, in accordance with Trustees Resolution #061-08 of July 16, 2008, adopting the Suffolk County Multi-Jurisdictional Multi-Hazard Mitigation Plan, and  
WHEREAS, the Town of Smithtown has recommends the annexed amendments to said plan, and  
WHEREAS, a review of said amendments meets with the approval of the Board of Trustees,  
NOW, THEREFORE, BE IT RESOLVED that the Inc. Village of Head of the Harbor:  
1.) Adopts the Suffolk County Multi-Jurisdictional Multi-Hazard Mitigation Plan (the "Plan") and its amendments annexed hereto as this jurisdiction's Natural Hazards Mitigation Plan, and resolves to execute the actions identified in the Plan that pertain to this jurisdiction.  
2.) Will use the adopted and approved portions of the Plan to guide pre- and post-disaster mitigation of the hazards identified.  
3.) Will coordinate the strategies identified in the Plan with other planning programs and mechanisms under its jurisdictional authority.  
4.) Will continue its support of the Mitigation Planning Committee as described within the Plan.  
5.) Will help to promote and support the mitigation successes of all participants in this Plan.  
6.) Will incorporate mitigation planning as an integral component of government and partner operations.

**2. Legal Matters – Anthony B. Tohill, Esq.:**

- No report at this time.

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

- Report submitted to the Board.
- It was, upon motion by Trustee Fischer, second by Trustee Van Vechten and unanimously adopted:  
**RESOLUTION #058-14**  
RESOLVED, to adopt Abstract #126696 through and including Abstract #126702 in the total amount of \$99,865.49 to be paid from the General Fund.
- It was, upon motion by Trustee White, second by Trustee Van Vechten and unanimously adopted:  
**RESOLUTION #059-14**  
RESOLVED, the village treasurer is hereby authorized and directed to transfer the net amount of \$10,323.67 from the Kycia Trust & Agency Fund to the Mercer Trust and Agency Fund.

**4. Highway Department- John Lendino, Deputy Commissioner:**

- Moving forward with road striping, drainage, and paving projects.
- Discussion regarding review of road paving projects.
- Equipment is in good shape.

**5. ARB, ECB, JCC – Gerard Harris, Building Inspector:**

- Several applications reviewed

**6. Police Department – Chief Martin J. Thompson:**

- It was, upon motion by Trustee White, second by Trustee Van Vechten and unanimously adopted:  
**RESOLUTION #060-14**  
RESOLVED, the Board of Trustees hereby authorize the expense by the Head of the Harbor Police Department for the co-pay share of bullet proof vest to any Head of the Harbor police officer who does not have access to new vest otherwise. Funds in the amount of \$2,000 to be drawn from A. 3120.4 and any amount in excess of the \$2,000 will be drawn from A. 1990.0 for this budget year.
- A request was submitted by the St. James Fire Dept. to hold its annual race on Saturday, April 18, 2015. Village Police Department will assist with traffic control, but will not provide a vehicle free course.

**7. Planning Board –Harlan J. Fischer, Chair:**

- Planning Board is moving forward with reviewing relevant Codes to driveways.
- Discussion regarding solar panels. No action taken.
- It was, upon motion by Trustee Dahlgard, 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 Van Vechten, and unanimously adopted, to move back to public session.
- It was, upon motion by Trustee White, second by Trustee Van Vechten and unanimously adopted:  
**RESOLUTION #061-14**  
RESOLVED, to authorize payment to village employee Maureen Wiedersum for exceptional services in the amount \$519.12
- It was, upon motion by Trustee White, second by Trustee Fischer and unanimously adopted:  
**RESOLUTION #062-14**  
RESOLVED, the finance committee is authorized to select an appropriate bid on repairing the air conditioning unit for the public meeting room and to expend village funds to affect such repair at the earliest opportunity provided that the villages' procurement policy has been met.

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

Respectfully Submitted,

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Margaret O'Keefe  
Village Clerk