

**MINUTES OF THE MEETING OF
THE BOARD OF TRUSTEES
Wednesday, June 20, 2018**

A meeting of the Board of Trustees of the Incorporated Village of Head-of-the-Harbor was held on Wednesday, June 20, 2018 at 7PM 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 Jeffery D. Fischer. Also in attendance Village Attorney, Anthony B. Tohill; Village Clerk, Margaret O'Keefe; Village Treasurer, Patricia Mulderig; Building Inspector, Robert O'Shea and Police Chief, Charles M. Lohmann.

1. Mayor – Douglas A. Dahlgard:

- It was, upon motion by Trustee Fischer, second by Trustee Ogden and abstention by Trustees White & Van Vechten, adopted (3-0-2):
RESOLUTION #053-18
RESOLVED, to adopt the minutes of the meetings that were held on May 16, 2018 and June 6, 2018.

- It was, upon motion by Trustee White, second by Trustee Van Vechten and unanimously adopted:
RESOLUTION #054-18
WHEREAS, Industrial Appraisals has submitted reports on Accounting Cost Records and Insurance Values as of March 1, 2018,
BE IT RESOLVED, to accept the reports as filed by Industrial Appraisals.

2. Financials – Patricia Mulderig, Treasurer:

- Report submitted to the board.
- It was, upon motion by Trustee Van Vechten, second by Trustee Ogden and unanimously adopted:
RESOLUTION 055-18
RESOLVED, to authorize and direct the Village Treasurer to execute payment to NYCOM in the amount of \$967.00 for annual membership.

- It was, upon motion by Trustee Fischer, second by Trustee Van Vechten and unanimously adopted:
RESOLUTION 056-18
RESOLVED, to adopt Abstract #127119 through and including #127127 in the total amount of \$124,735.03 to be paid from the General Fund.

- It was, upon motion by Trustee Ogden, second by Trustee White and unanimously adopted:
RESOLUTION 057-18
WHEREAS, highway employee Ryan Miller has successfully passed the NYS physical required to obtain a NYS Class B driver's license,
BE IT RESOLVED, upon submission of the aforesaid receipt, the Village Treasurer is authorized and directed to reimburse said employee in an amount not to exceed \$100.00,
CLERK'S NOTE: expenditure approved by Trustees in Abstract #127126.

- It was, upon motion by Trustee Fischer, second by Trustee Ogden and unanimously adopted:
RESOLUTION 058-18
RESOLVED, to adopt Abstracts #TA150 in the total amount of \$585.00 to be paid from Trust & Agency.

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

RESOLUTION 059-18

RESOLVED, the Village Treasurer is authorized and directed to make the budget modifications to the 2018/2019 budget in the amount of \$60,130.31, for a net of zero, as noted:

VILLAGE OF HEAD OF THE HARBOR
2018/2019 BUDGET MODIFICATIONS
6/20/2018

	BUDGET F/Y/E	BUDGET ADJUSTMENT	MODIFIED BUDGET
	2/28/2019		2/28/2019
A1255	CLERK FEES	(100.00)	(200.00)
A1256	MISCELLANEOUS INCOME	(1,890.50)	(6,890.50)
A2110.0	ZONING FEES	0.00	(2,000.00)
A2401	INTEREST & EARNINGS	(2,500.00)	(4,000.00)
A5110.226	STREET MAINTENANCE - TREE PROJECT	0.00	2,600.00
A8010.4	ZONING BOARD	500.00	1,000.00
A8050.0	GRANT WRITER	7,500.00	8,000.00
A1990	CONTINGENCY	56,620.81	61,620.81
		0.00	0.00
		<u>60,130.31</u>	<u>60,130.31</u>

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

RESOLUTION 060-18

WHEREAS, the Board is in receipt of Gary Silverman’s resignation from the Joint Coastal Commission, and

WHEREAS, the Board of Trustees wished to express their thanks for his dedicated service to the village,

NOW, THEREFORE, BE IT RESOLVED, to accept the resignation of Gary Silverman from the Joint Coastal Commission effective May 31, 2018.

3. Building Department – Robert O’Shea, Building Inspector:

- Amnesty program discussion. No action taken.
- 7 new permits, 2 permits under review.
- 4 applicants to appear before Architectural Review Board.
- Building Inspector & Village Clerk working to simplify forms.

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

- No reported crimes.
- LPR system is once again operational.

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

- Preparation for paving Fifty Acre has begun.
- New plantings have occurred in conjunction with Roadsides Beautification Committee objectives.
- Review of potential new equipment.

6. Roadsides Beautification Committee – Gordon Van Vechten:

- Currently 4 active volunteers.
- Work has commenced on repainting the wall on Gate Road.

7. Mayor – Douglas A. Dahlgard:

- Letter regarding Gyrodyne scoping comments submitted.
- NYPRIG correspondence. No action taken.
- SCVOA correspondence. No action taken.

8. Public Comment:

- Discussion ensued regarding St. James Fire District & St. James Fire Department. No action taken.
- Trustee Van Vechten thanked Newsday’s Nicholas Spangler for his article highlighting the Roadsides Beautification Committees efforts.
- It was, upon motion by Trustee Fischer, second by Trustee Van Vechten and unanimously adopted, to move to executive session at 8:30PM to discuss personnel. No action taken. It was, upon motion by the Mayor, second by Trustee White and unanimously adopted to move back to public session.

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

RESOLUTION 061-18

WHEREAS, the Village Highway Department on a regular and ongoing basis monitors the condition of trees bordering the Village streets and travel ways in order to protect the public from the risks of trees falling on persons or property, and

WHEREAS, the Highway Department has recently informed the Highway Commissioner Judith Ogden of the identity of certain trees within the Village that are at a higher than normal risk of failure as result of which the Highway Department has asked the Board of Trustees to act on an emergency basis to engage personnel in order to remove said trees together with the assistance of the Highway Department, and

WHEREAS, the Village has in the past utilized with satisfaction the services of Pete’s Arbor Care, and

WHEREAS, the Board understands that Pete’s Arbor Care would be available to perform 8 hours of tree removal work the week of June 25, 2018, and

WHEREAS, Trustee Ogden would together with the foreman of the Highway Department supervise said removal, and

WHEREAS, Pete’s Arbor Care has furnished to the Village proof of liability insurance including a certificate of naming the Village as an additional insured, and

WHEREAS, the Village Attorney has reviewed said document and has approved said document as performed, and

WHEREAS, the services shall not exceed \$2,100, and

WHEREAS, a voucher will be required consistent with Village Law § 5-524 to be submitted upon completion of the work,

NOW THEREFORE, Pete’s Arbor Care is engaged as aforesaid to perform said work the week of June 25, 2018 weather permitting, and it is

FURTHER RESOLVED, that the Village Treasurer is authorized and directed to issue the check in full payment in said \$2,100 upon Trustee Ogden’s report that the work is complete and upon the Village Attorney and Highway Commissioners approval of the voucher under § 5-524.

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

RESOLUTION 062-18

RESOLVED, that in the event a highway employee is required to return to work during hours which are not the customary hours of employment including evenings, holidays or weekends, then in such an event, provided that the employee is returning to work from his home or from a distance away from the village of Head of the Harbor Highway Department, in such events the employee will be reimbursed and paid \$100.00 plus time and one-half for the hours actually employed on such an emergency basis for all hours actually worked, but not fewer than 2 hours, **BE IT FURTHER RESOLVED**, this resolution is retroactive for an effective date of March 1, 2018.

There being no other matters to be brought before the Board; it was, upon motion by Trustee White, second by Trustee Van Vechten and unanimously adopted, to adjourn the meeting at 9:28PM.

Respectfully Submitted,

Margaret O'Keefe
Village Clerk