

**MINUTES OF THE MEETING OF
THE BOARD OF TRUSTEES
Wednesday, June 21, 2017 7 PM**

A meeting of the Board of Trustees of the Incorporated Village of Head-of-the-Harbor was held on Wednesday, June 21, 2017 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, Jeffrey D. Fischer. Also in attendance Village Clerk Margaret O'Keefe, Chief Charles M. Lohmann, Village Attorney Anthony B. Tohill, Village Treasurer Patricia Mulderig and Building Inspector Gerard Harris.

Pledge of Allegiance.

- **Mayor – Douglas A. Dahlgard:**

- **Minutes of May 17, 2017 7 PM** Board of Trustees meeting were presented. It was, upon motion by Trustee Fischer, second by Trustee White and unanimously adopted:

RESOLUTION #056-17

RESOLVED, to adopt the minutes of the above referenced meeting as presented.

- **Minutes of June 7, 2017 7 PM** Board of Trustees meeting were presented. Discussion ensued. Resolution #053-17 amended to read collect monies due, less the amounts of \$22.19 and \$2.13 from Louise Mosely (US Post Office delivery error). It was, upon motion by Trustee White, second by Trustee Ogden, abstention by Trustee Van Vechten and adopted (4-0-1):

RESOLUTION #057-17

RESOLVED, to adopt the minutes of the above referenced meeting as amended.

- **IN ACCORDANCE WITH RESOLUTIONS #030-17 and #044-17**

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

RESOLUTION #058-17

WHEREAS, the Board of Trustees finds that the police department's 2008 Jeep Grand Cherokee, is a surplus vehicle and placed it for auction, and

WHEREAS, the highest bid was \$6,400.00 from a registered user of Auctions International,

NOW THEREFORE BE IT RESOLVED, the Board of Trustees hereby approves of the offer of \$6,400.00 and authorizes the sale.

- **IN ACCORDANCE WITH RESOLUTIONS #030-17 and #044-17**

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

RESOLUTION #059-17

WHEREAS, the Board of Trustees finds the 2011 Ford Crown Victoria, is a surplus vehicle and placed for it auction, and

WHEREAS, the highest bid was \$3,900.00 from a registered user of Auctions International,

NOW THEREFORE BE IT RESOLVED, the Board of Trustees hereby approves of the offer of \$3,900.00 and authorizes the sale.

- **IN ACCORDANCE WITH RESOLUTIONS #031-17 and #044-17**

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

RESOLUTION #060-17

WHEREAS, the Board of Trustees find that the highway department's 2001 Mack Dump Truck, is a surplus vehicle and placed it for auction, and

WHEREAS, the highest bid was \$4,250.00 from a registered user of Auctions International,

NOW THEREFORE BE IT RESOLVED, that Board of Trustees hereby approves of the offer of \$4,250.00 and authorizes the sale.

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

RESOLUTION #061-17

WHEREAS, the village has received a cheque from Avalon Park and Preserve in the amount of \$58,405.26,

BE IT RESOLVED, the Board of Trustees of the Village of Head of the Harbor does hereby accept these funds and thanks Avalon Park and Preserve for its support.

- It was, upon motion by Trustee Ogden, second by Trustee White and unanimously adopted:
RESOLUTION #062-17
WHEREAS, the Board of Trustees acknowledges that an equitable pay structure with competitive salaries is essential in attracting and retaining a skilled and motivated work force, and
WHEREAS, it is in the best interest of the citizens and residents of the village of Head of the Harbor to retain highly motivated and qualified employees thereby increasing the level of service to residents; and
WHEREAS, highway employee, Vincent Scaccia, has proven to be an asset to the village,
NOW, THEREFORE, BE IT RESOLVED that the Board of Trustees hereby authorize a salary increase for Vincent Scaccia to \$19.00/hr. effective June 25, 2017.
- It was, upon motion by Trustee Fischer, second by Trustee Van Vechten and unanimously adopted:
RESOLUTION #063-17
WHEREAS, Police Chief Charles Lohmann has identified the need for additional officers,
BE IT RESOLVED, the Board of Trustees hereby appoints, Michael Sozio, part-time, nonexempt, Police Officer at an hourly rate of \$32.00/hr. per hour, not to exceed 20 hours per work week maximum. This resolution is effective for a hire date of June 21, 2017.

2. Police Department – Chief Charles M. Lohman:

- Discussion regarding pedestrian traffic.

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 #064-17
RESOLVED, to adopt Abstracts #126993 through and including #127000 in the total amount of \$104,333.75 to be paid from the General Fund.
- It was, upon motion by Trustee Ogden, second by Trustee Fischer and unanimously adopted:
RESOLUTION #065-17
RESOLVED, to adopt abstracts TA #140 and TA #141 in the amounts of \$345.00 and 852.50, respectively, to be paid from the Trust & Agency Fund.
- It was, upon motion by Trustee Fischer, second by Trustee Van Vechten and unanimously adopted:
RESOLUTION #066-17
RESOLVED, the village treasurer is authorized and directed to make budget modifications totaling \$44,624.73, for a net change of zero, as noted below:

VILLAGE OF HEAD OF THE HARBOR
 2017/2018 BUDGET MODIFICATIONS 6/21/2017

	BUDGET F/Y/E	BUDGET ADJUSTMENT	MODIFIED BUDGET
	2/28/2018		2/28/2018
INTEREST & PENALTIES ON TAXES	(4,000.00)	(112.86)	(4,112.86)
MISCELLANEOUS INCOME	0.00	(58,405.26)	(58,405.26)
PLANNING BOARD FEES	(500.00)	(150.00)	(650.00)
INSURANCE RECOVERIES	0.00	(3,030.74)	(3,030.74)
VILLAGE HALL APPRAISAL EXPENSES	200.00	120.00	320.00
POLICE- GAS, OIL, REPAIR AUTOS	25,500.00	3,030.00	28,530.00
GRANT WRITER	3,813.05	2,208.18	6,021.23
HISTORY COMMISSION	100.00	100.00	200.00
CONTINGENCY	19,511.68	56,240.68	75,752.36
	0.00	0.00	0.00
	<u>44,624.73</u>	<u>0.00</u>	<u>44,624.73</u>

- It was, upon motion by Trustee Fischer, second by Trustee Ogden and unanimously adopted:
RESOLUTION #067-17
RESOLVED, to authorize and direct the village treasurer to transfer \$400.00 from the Trust & Agency Fund (account #0992) to the General Fund.

- Adjustment 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 Van Vechten, abstention by Mayor Dahlgard and adopted (4-0-1):
RESOLUTION #068-17
RESOLVED, to authorize and direct the village treasurer to refund taxes as per the successful grievance in the amount of \$152.24, as noted below:

4	2	7.1	DAHLGARD	25-May-17	3-Apr-17	11008	10692	(316)	(75.05)	
7	2	2	LIPP	25-May-17	3-Apr-17	5579	5742	(228)	(54.15)	
7	3	28.5	MILITELLO	25-May-17	3-Apr-17	17125	17028	(97)	(23.04)	
								ASSESSMENT ADJUSTMENT - JUNE 21, 2017	(641)	(152.24)

- It was, upon motion by Trustee White, second by Trustee Fischer and unanimously adopted:
RESOLUTION #069-17
RESOLVED, to authorize and direct Mayor Dahlgard to execute the agreement with Computel Consultants in his official capacity.
- It was, upon motion by Trustee White, second by Trustee Ogden and unanimously adopted:
RESOLUTION #070-17
WHEREAS, the village wishes to engage the services of a third party vendor to collect property tax payments via credit card, and
WHEREAS, the form of the agreement has been reviewed by the village attorney, and
WHEREAS, the removal of the second sentence in paragraph 2.5 is to be deleted (copy attached to the official minutes),
BE IT RESOLVED, to authorize and direct Mayor Dahlgard to execute the agreement with GovPay.Net in his official capacity subject to the amendment as described above.

4. Building Inspector – Gerard Harris:

- Planning Board reviewed 2 applications.
- ARB reviewed 2 applications.
- JCC reviewed 1 application.

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

- Cobblestone review.
- Discussion regarding Deepwells Lane and Pin Oak Lane.

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

RESOLUTION #071-17

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 Mayor Dahlgard to execute said Inter-Municipal Agreement for Road Repair and Maintenance in his official capacity.

- It was, upon motion by Trustee White, second by Trustee Ogden 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 to public session.
- It was, upon motion by Trustee Van Vechten, second by Trustee White and unanimously adopted:
RESOLUTION #072-17
WHEREAS, an incomplete site plan application has been received, and
WHEREAS, the village attorney has reviewed and opined,
BE IT RESOLVED, the village treasurer is authorized and directed to return to Robert Hansen application fees in the amount of \$250.00 and Trustee & Agency fees in the amount of \$2,000.00.

- It was, upon motion by Trustee White, second by Trustee Van Vechten and unanimously adopted:
RESOLUTION #073-17
BE IT RESOLVED, the village treasurer is authorized and directed to return to Robert Hansen the Trustee & Agency fees described in resolution #072-17 plus interest, total amount \$2,000.17.

There being no other matters to be brought before the Board; it was, upon motion by Mayor Dahlgard, second by Trustee Van Vechten and unanimously adopted, to adjourn the meeting at 9:12 PM.

Respectfully Submitted,

Margaret O'Keefe
Village Clerk