

**MINUTES OF THE MEETING OF
THE BOARD OF TRUSTEES
Tuesday, June 22, 2021**

A meeting of the Board of Trustees of the Incorporated Village of Head-of-the-Harbor was held on Tuesday, June 22, 2021 at 6 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 and Jeffrey D. Fischer. Not in attendance this evening Trustee Judith C. Ogden. Also in attendance Village Administrator/Clerk, Margaret O’Keefe and Village Treasurer, Patricia Mulderig. Not in attendance Robert O’Shea; Building Inspector; Police Chief, Charles M. Lohmann; Village Attorney, Anthony S. Guardino and Co-Counsel, Philip Butler.

1. Mayor – Douglas A. Dahlgard

- It was, upon motion by Deputy Mayor White, second by Trustee Fischer and unanimously adopted:
RESOLUTION #053-21
WHEREAS, Amy Prokop, Justice Court Clerk submitted her resignation effective June 16, 2021; and
WHEREAS, Michele Drake, an experienced court clerk has come highly recommended as an Interim Clerk and Training Supervisor,
BE IT RESOLVED, to appoint Michele Drake as a temporary part-time Justice Court Clerk, on a non-civil service basis, not to exceed 10 hours per week at the rate of \$28.00/hr., with office hours to coordinate with training of court personnel. Said employment is offered from June 22, 2021, until August 31, 2021. This resolution is effective immediately.

- It was, upon motion by Trustee Fischer, second by Trustee Van Vechten and unanimously adopted:
RESOLUTION #054-21
WHEREAS, New York State is required by the American Rescue Plan Act (ARPA) to distribute Coronavirus Local Fiscal Recovery Funds to Non-Entitlement Units (NEUs) on behalf of the United States Department of the Treasury, and
WHEREAS, the Department of the Treasury has identified the village of Head of the Harbor as an NEU, and
WHEREAS, prior to distributing such funds to NEUs, New York State is required to collect certain information from each NEU,
BE IT RESOLVED, to authorize and direct the village treasurer, Patricia Mulderig to provide such information said funding no later than Friday, July 9, 2021 and to authorize and direct Mayor Dahlgard to execute all required documents.

- It was, upon motion by Trustee Fischer, second by Trustee Van Vechten, and unanimously adopted:
RESOLUTION #055-21
WHEREAS, on December 1, 2020, the NYS Department of Environmental Conservation awarded the Village \$50,000.00 as an Urban and Community Forestry Grant (the “Grant”) to inventory and catalog trees along roads throughout the Village for the purpose of developing a local tree management plan; and
WHEREAS, the village of Head of the Harbor Tree Board headed by Trustee Judith C. Ogden has submitted an RFP to the Board of Trustees for approval,
NOW THEREFORE, BE IT RESOLVED, that the Board of Trustees of the village of Head of the Harbor authorizes the Request for Proposals (RFP) for the Creation of a Phase I Tree Inventory & Community Forest Management Plan to be issued Thursday, June 24, 2021 and opened on Monday, July 19, 2021 at 2:00 PM. This resolution is effective immediately and supersedes the resolution of June 16, 2021.

- It was, upon motion by Trustee Fischer, second by Trustee Van Vechten, and unanimously adopted:
RESOLUTION #056-21
RESOLVED, the Board of Trustees will hold a meeting on Wednesday, July 21, 2021, at 7 PM,
BE IT RESOLVED, to direct the village clerk to post and publish said meeting to be held at Village Hall, 500 North Country Rd., St. James, NY 11780 time then in effect, and

BE IT FURTHER RESOLVED, to cancel the Board of Trustees meeting previously scheduled for Wednesday, July 14, 2021, at 7 PM.

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

RESOLUTION #057-21

WHEREAS, the County of Suffolk is considering the acquisition of three parcels of unimproved land (SCTM: 0801-006.00-01.00-007.001, 007.004 and 008.005), totaling approximately 15.03 acres, for preservation and to make improvements consistent with and limited to passive recreation, subject to the Village of Head of the Harbor's agreement to partner with the County in making public access improvements (limited to trails) and to maintain any improvements that the Village may make upon the property in the future; and

WHEREAS, the Board of Trustees of the Village of Head of the Harbor finds that the preservation of open space is in the best interests of the Village and is a public good to the benefit of the Village residents and the public at large; and

WHEREAS, the Village has the resources to undertake maintenance and security of the proposed park utilizing the Village's Public Works Department; and

WHEREAS, the Village is, therefore, willing to partner with the County for the improvement and maintenance of the park in the future.

NOW THEREFORE, BE IT RESOLVED, that the Board of Trustees:

- 1). Formally endorses the County's acquisition of the above-referenced parcels for preservation and parkland; and
- 2). Pledges that, if the County acquires the aforementioned parcels for preservation and parkland, the Village will partner with the County for the improvement and maintenance of the park by: (a) providing police protection services in and around the park; and (b) whenever the Village has adequate financial and labor resources to do so, constructing and maintaining trails;

and be it

FURTHER RESOLVED, that the Mayor is hereby authorized and directed to execute and enter into any intermunicipal agreement or other document requested by the County to create the partnership with the Village, subject to prior approval by the Village Attorney as to form.

The Board of Trustees adopted the foregoing resolution at a duly notices public meeting held on June 22, 2021, upon the following vote:

Douglas A. Dahlgard, Mayor	Aye
Daniel W. White, Deputy Mayor	Aye
Judith C. Ogden, Trustee	-----
L. Gordon Van Vechten, Trustee	Aye
Jeffrey D. Fischer, Trustee	Aye

Filed in the Office of the Village Clerk on the 22nd day of June 2021.

- There being no other matters to be brought before the Board; it was, upon motion by Trustee Fischer, second by Trustee Van Vechten and unanimously adopted, to adjourn the meeting at 6:35 PM.

Respectfully Submitted,

Margaret O'Keefe
Village Administrator/Clerk