

**MINUTES OF THE MEETING OF  
THE BOARD OF TRUSTEES  
Wednesday, July 11, 2018**

A meeting of the Board of Trustees of the Incorporated Village of Head-of-the-Harbor was held on Wednesday, July 11, 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 Ogden, second by Trustee Van Vechten and unanimously adopted:  
**RESOLUTION # 063-18**  
**RESOLVED**, to adopt the minutes of the meeting that was held on June 20, 2018 as presented.
  
- It was, upon motion by Trustee Van Vechten, second by Trustee Fischer and unanimously adopted:  
**RESOLUTION #064-18**  
**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 \$30,000.00 from Avalon Park and Preserve Inc., and **BE IT FURTHER RESOLVED**, that the Board of Trustees of Head of the Harbor appreciates and wishes to thank Avalon Park and Preserve Inc., for this kind and generous donation to the village.

**2. 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 #065-18**  
**RESOLVED**, to adopt Abstracts #127128 through and including #127136 in the total amount of \$67,243.44 to be paid from the General Fund.
  
- It was, upon motion by Trustee Fischer, second by Trustee Van Vechten and unanimously adopted:  
**RESOLUTION #066-18**  
**RESOLVED**, to adopt Abstract #151 in the total amount of \$232.50 to be paid from Trust & Agency Fund.
  
- It was, upon motion by Trustee Van Vechten, second by Trustee Ogden and unanimously adopted:  
**RESOLUTION #067-18**  
**RESOLVED**, the Village Treasurer is authorized and directed to make the budget modifications to the 2018/2019 budget in the amount of \$55,230.31, for a net of zero, as noted:

	BUDGET F/Y/E	BUDGET ADJUSTMENT	MODIFIED BUDGET
	2/28/2019	2/28/2019	2/28/2019
A1256 MISCELLANEOUS INCOME	(6,890.50)	(30,000.00)	(36,890.50)
A1090 INTEREST & PENALTIES	(4,000.00)	(100.00)	(4,100.00)
A1130.10 GROSS UTILITIES TAX - VERIZON	(500.00)	(550.00)	(1,050.00)
A5110.5 STREET MAINTENANCE - EQUIP >\$1,000.00	5,000.00	34,000.00	39,000.00
A1990 CONTINGENCY	61,620.81	(3,350.00)	58,270.81
	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>
	<u>55,230.31</u>	<u>0.00</u>	<u>55,230.31</u>

- It was, upon motion by Trustee Fischer, second by Trustee Ogden and unanimously adopted:  
**RESOLUTION #068-18**  
**IN Accordance WITH RESOLUTION #078-17**  
**RESOLVED**, the Village Treasurer is hereby authorized and directed to pay First National Bank of Long Island the sum of \$13,000.00, plus interest due, on or before August 2, 2018, and  
**BE IT FURTHER RESOLVED**, the village treasurer is authorized and directed to reissue a \$52,000.00 BOND ANTICIPATION NOTE.

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

- Paving and drainage projects reviewed.
- Traffic concerns on Edgewood Avenue.

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

- Nothing of note to report.

**5. Roadsides Beautification Committee – Gordon Van Vechten:**

- Gate Road improvements complete.

**6. Building Department – Robert O’Shea, Building Inspector:**

- Several permits approved.
- Discussion and review of village wide mailing regarding amnesty program.
- It was, upon motion by Trustee White, second by Trustee Ogden and unanimously adopted:  
**RESOLUTION #069-18**  
**WHEREAS**, the Building Inspector has reported to the Board of Trustees that there are likely numerous instances of work, in nature of capital improvement projects, subject to New York State Uniform Fire Prevention and Building Code, that have occurred within the village where there has not been a building permit requested or a building permit issued and,  
**WHEREAS**, the Building Inspector has requested authorization from the Board of Trustees, to send out a letter in form annexed and in form approved by the Board of Trustees, advising that such residents would have available, to their advantage, an amnesty program, otherwise expiring on October 31, 2018, if a permit is requested at this time, subject to the payment of the standard fee for such work, under the fee schedule now in effect here in the Village of Head of the Harbor and,  
**WHEREAS**, the Board desires that the Building Inspector take these steps,  
**NOW THEREFORE**, the Board authorize and directs the Building Inspector to send out the letter in form annexed to all residents, and  
**BE IT FURTHER RESOLVED**, that the Building Inspector of record is requested to report on the status of all responses to the letter not later than the meeting of the Board of Trustees conducted in August of 2018.
- It was, upon motion by Trustee Ogden, second by Trustee White and unanimously adopted, to move to executive session to discuss personnel. No action taken. It was, upon motion by the Trustee White, second by Trustee Van Vechten and unanimously adopted to move back to public session.

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 9:38PM.

Respectfully Submitted,

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Margaret O’Keefe  
Village Clerk