

**MINUTES OF THE MEETING OF  
THE BOARD OF TRUSTEES  
Wednesday, July 21, 2021**

A meeting of the Board of Trustees of the Incorporated Village of Head-of-the-Harbor was held on Wednesday, July 21, 2021 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 Trustee Jeffrey D. Fischer. Also in attendance Village Administrator/Clerk, Margaret O’Keefe; Police Chief, Charles M. Lohmann; Village Treasurer, Patricia Mulderig; Co-Counsel, Philip Butler and Building Inspector, Robert O’Shea. Not in attendance Village Attorney, Anthony S. Guardino.

Pledge of Allegiance.

**1. Mayor – Douglas A. Dahlgard**

Tabled - Resolution awarding contract for Tree Inventory and Community Forestry Plan.

- It was, upon motion by Trustee Fischer, second by Trustee Ogden and unanimously adopted:  
**RESOLUTION #058-21**  
Resolution awarding contract for Retaining Wall Cordwood Path/Carmen Lane  
**WHEREAS RESOLUTION #058-21** authorized advertisement for bid for Cordwood Path/Carmen Lane Retaining Wall Contract, and  
**WHEREAS**, said bids were opened on July 12, 2021,  
**WHEREAS**, all bids were presented to and reviewed by the Board of Trustees,  
**NOW THEREFORE, BE IT RESOLVED**, as follows:
  1. The Board of Trustees of the Village of Head of the Harbor on behalf of the village hereby awards the bid to All Island Excavating Corp.
  2. The Village Engineer is directed to issue the Notice of Award to All Island Excavating Corp. in the amount of \$48,000.00.
  3. The Board of Trustee hereby authorizes Mayor Douglas A. Dahlgard to execute the contract documents in his official capacity to effectuate the terms of this resolution.
  
- It was, upon motion by Deputy Mayor White, second by Trustee Van Vechten and unanimously adopted:  
**RESOLUTION #059-21**  
Minutes of June 16, 2021, meeting of the Board of Trustees were presented.  
**RESOLVED**, to adopt the minutes of the above meeting as presented.
  
- It was, upon motion by Trustee Fischer, second by Deputy Mayor White, abstention by Trustee Ogden and adopted (4-0-1):  
**RESOLUTION #060-21**  
Minutes of June 22, 2021, meeting of the Board of Trustees were presented.  
**RESOLVED**, to adopt the minutes of the above meeting as presented.
  
- It was, upon motion by Deputy Mayor White, second by Trustee Fischer abstention by Trustee Ogden and Trustee Van Vechten and adopted (3-0-2):  
**RESOLUTION #061-21**  
Minutes of June 28, 2021, meeting of the Board of Trustees were presented.  
**RESOLVED**, to adopt the minutes of the above meeting as presented.

- It was, upon motion by Trustee Ogden, second by Trustee Van Vechten and unanimously adopted:  
**RESOLUTION #062-21**  
**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 Deputy Mayor White, second by Trustee Ogden and unanimously adopted:  
**RESOLUTION #063-21**  
**WHEREAS**, the village benefits from the Town of Smithtown’s performance of certain Pavement Markings, 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, in his official capacity, said Inter-Municipal Agreement for the Installation of Traffic Signs & Application of Pavement Markings.
- It was, upon motion by Trustee Fischer, second by Trustee Van Vechten and unanimously adopted:  
**RESOLUTION #064-21**  
**BE IT RESOLVED**, to appoint Mark Zuckerman to the Zoning Board of Appeals to fulfill the current vacancy; this term expires April 2022. This resolution is effective immediately upon said appointee filing his Oath of Office, which must occur in 30 days.

**2. Financials – Patricia A. Mulderig, Village Treasurer:**

- It was, upon motion by Trustee Van Vechten, second by Trustee Fischer, and unanimously adopted:  
**RESOLUTION #065-21**  
**RESOLVED**, to adopt Abstracts #127534 through and including #127541 in the total amount of \$40,793.99 be paid from the General Fund.
- It was, upon motion by Trustee Fischer, second by Trustee Van Vechten, and unanimously adopted:  
**RESOLUTION #066-21**  
**RESOLVED**, to adopt Abstract TA #187 in the total amount of \$1,787.50 to be paid from the Trust & Agency Fund.
- It was, upon motion by Trustee Fischer, second by Trustee Van Vechten, and unanimously adopted:  
**RESOLUTION #067-21**  
**RESOLVED**, to authorize and direct the village treasurer to transfer \$200,000.00 from TD checking Account to FNBLI Money Market Account.
- It was, upon motion by Trustee Van Vechten, second by Trustee Fischer, and unanimously adopted:  
**RESOLUTION #068-21**  
**RESOLVED**, the village treasurer is authorized and directed to make budget modifications to the 2021/2022 village budget totaling \$48,185.12 for a net change of zero, as noted:

VILLAGE OF HEAD OF THE HARBOR  
2021/2022 BUDGET MODIFICATIONS  
7/21/2021

		BUDGET F/Y/E	BUDGET ADJUSTMENT	MODIFIED BUDGET
		<u>2/28/2022</u>	<u>2/28/2022</u>	<u>2/28/2022</u>
A1325.221	TREASURER - COVID 19	0.00	350.00	350.00
A1410.221	CLERK MISCELLANIEOUS - COVID 19	44.97	30.03	75.00
A1440.41	ENGINEER - GENERAL	5,000.00	1,000.00	6,000.00
A1820.24	JANITORIAL SUPPLIES	0.00	100.00	100.00
A8020.2	PLANNING BOARD OFFICE SUPPLIES	0.00	250.00	250.00
A1990	CONTINGENCY	43,140.15	(1,730.03)	41,410.12
		<u>0.00</u>	<u>0.00</u>	<u>0.00</u>
		<u>48,185.12</u>	<u>0.00</u>	<u>48,185.12</u>

**Building Inspector – Robert O’Shea:**

- Nostrand correspondence to Building Inspector and Mayor dated June 19, 2021. No Trustees action taken.
- Trezza correspondence to Building Inspector, Police Department and Trustees dated July 19, 2021. No Trustees action taken.
- Pin Oak property. No action taken.
- Demolition of Pin Oak Lane property to be placed on the agenda of September 15, 2021.

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

- Letter of commendation received for Officer Collen Thomsson.
- Avalon Park and Preserve looking at installing a helicopter landing pad for MediVac Services. No action taken.

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

- On August 3<sup>rd</sup> the Town of Smithtown will be holding a meeting regarding Town of Smithtown draft Comprehensive Plan.
- Discussion regarding Gyrodyne development. No action taken.
  
- It was, upon motion by Trustee Ogden, second by Trustee Fischer, and unanimously adopted:  
**RESOLUTION #069-21**  
**WHEREAS**, extenuating circumstances caused by the COVID-19 pandemic delayed Highway Crew Leader Frank Prinzevalli to use accrued vacation time,  
**BE IT RESOLVED**, the Board of Trustees hereby allows Frank Prinzevalli, Highway Crew Leader to rollover 46.5 hours of vacation time to August 31, 2021.
  
- It was, upon motion by Trustee Ogden, second by Trustee Van Vechten, and unanimously adopted:  
**RESOLUTION #070-21**  
**RESOLVED**, due to extenuating circumstance caused by the COVID-19 pandemic, the Board of Trustees hereby extends and continues the engagement of highway employee Jake Myhre. This resolution is effective retroactively to September 2020.
  
- It was, upon motion by Deputy Mayor White, second by Trustee Van Vechten, and unanimously adopted:  
**RESOLUTION #071-21**  
**RESOLVED**, to affirm the allowed vacation time of 24 hours to part-time highway employee Jake Myhre.
  
- There being no other matters to be brought before the Board; it was, upon motion by Trustee Fischer, second by Deputy Mayor White and unanimously adopted, to adjourn the meeting at 8:33 PM.

Respectfully Submitted,

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Margaret O’Keefe  
Village Administrator/Clerk