

**MINUTES OF THE MEETING OF
THE BOARD OF TRUSTEES
Wednesday, August 20, 2014 at 7 PM**

A meeting of the Board of Trustees of the Incorporated Village of Head-of-the-Harbor was held on Wednesday, August 20, 2014 at 7 PM at the Village Hall located at 500 North Country Rd., St. James, NY 11780. Those present were the following members Deputy Mayor Daniel W. White, Trustees Judith C. Ogden and Jeffrey D. Fischer. Also in attendance Village Clerk Margaret O'Keefe, Village Treasurer Patricia Mulderig, and Village Attorney Anthony B. Tohill. Not in attendance this evening neither Mayor Douglas A. Dahlgard nor Trustee L. Gordon Van Vechten.

1. Deputy Mayor – Daniel W. White:

- Discussion regarding contract with Sonnenberg Nurseries with a renewal date of September 18, 2014. Matter tabled until the September 17, 2014 Board of Trustees meeting.
- It was, upon motion by Trustee Fischer, second by Trustee Ogden and adopted:
RESOLUTION #082-14
RESOLVED, to authorize Deputy Mayor Daniel W. White to execute the liability insurance renewal agreement with Williams & Williams in the amount of \$36,881.29, and
BE IT FURTHER RESOLVED, to request, authorize, and direct the village treasurer to release payment in full.
- It was, upon motion by Trustee Fischer, second by Trustee Ogden and adopted:
RESOLUTION #083-14
WHEREAS, the village's Justice Court was successful in obtaining funds from the 2014 Justice Court Assistance Program for the installation of a generator at Village Hall, and
WHEREAS, the Justice Court and Board of Trustees has reviewed quotes from three vendors, and
WHEREAS, it has been determined that Long Island Emergency Power should be awarded this bid,
BE IT RESOLVED, that the village treasurer is hereby requested, authorized and directed to release payment to Long Island Emergency Power in the amounts of \$7,000.00 with contract filings, \$5,000.00 upon commence of construction, and \$2,170.00 upon the completion of installation of a 25kw Generac generator and the issuance of a certificate of compliance by the villages building inspector.
- It was, upon motion by Trustee Ogden, second by Trustee Fischer and adopted:
RESOLUTION #084-14
RESOLVED, to approve of the request made by the non-for profit entity, Village of Head of the Harbor, to authorize the building inspector, Gerard Harris, to waive any building department permit fees associated with the application for a generator to be installed at Village Hall.
- Lacking a quorum, the minutes of July 9, 2014 Trustees meeting and the August 6, 2014 Trustees work session were tabled.

2. Legal Matters – Anthony B. Tohill, Esq.:

- No report at this time.

3. Financials – Patricia Mulderig, Treasurer:

- Report submitted to the Board.
- It was, upon motion by Trustee Fischer, second by Trustee Ogden and unanimously adopted:
RESOLUTION #085-14
RESOLVED, to adopt Abstract #126708 through and including Abstract #126723 in the total amount of \$264,817.10 to be paid from the General Fund.

- It was, upon motion by Trustee Ogden, second by Trustee Fischer and adopted:
RESOLUTION #086-14
RESOLVED, to request, authorize, and direct the village treasurer to transfer \$18,933.78 from Capital One Trust & Agency Account to Bridgehampton National Bank Trust & Agency Account.
- It was, upon motion by Trustee Ogden, second by Trustee Fischer and adopted:
RESOLUTION #087-14
RESOLVED, to request, authorize, and direct the village treasurer to transfer \$110,499.22 from TD Bank Park Fund Money Market Account to Bridgehampton National Bank Park Fund Money Market Account.
- It was, upon motion by Trustee Ogden, second by Trustee Fischer and adopted:
RESOLUTION #088-14
RESOLVED, to request, authorize, and direct the village treasurer to transfer \$200,000.00 from Capital One Money Market Account to Bridgehampton National Bank Premier Money Market Account.
- It was, upon motion by Trustee Ogden, second by Trustee Fischer and adopted:
RESOLUTION #089-14
RESOLVED, to request, authorize, and direct the village treasurer to transfer \$100,000.00 from Capital One General Fund Money Market Account to TD Bank General Fund Checking Account.
- It was, upon motion by Trustee Ogden, second by Trustee Fischer and adopted:
RESOLUTION #090-14
- **RESOLVED**, to request, authorize, and direct the village treasurer to transfer \$200,000.00 from Capital One General Fund Money Market Account to TD Bank General Fund Money Market Account.
- It was, upon motion by Trustee Ogden, second by Trustee Fischer and adopted:
RESOLUTION #091-14
RESOLVED, to request, authorize, and direct the village treasurer to wire the September 1st Bond Interest Payment on Thursday, August 21, 2014 in the amount not to exceed \$950.00.
- It was, upon motion by Trustee Ogden, second by Trustee Fischer and adopted:
RESOLUTION #092-14
RESOLVED, to request, authorize, and direct the village treasurer to make the budget modifications as noted below:

VILLAGE OF HEAD OF THE HARBOR
BUDGET MODIFICATIONS 8/20/2014

		BUDGET		MODIFIED
		FIYIE	BUDGET	BUDGET
		2/28/2014	ADJUSTMENT	2/28/2013
A3501	CONSOLIDATED HIGHWAY IMPROVEMENT	(70,000.00)	(50,438.41)	(120,438.41)
A8000	APPROPRIATED SURPLUS - HIGHWAY	0.00	(72,905.07)	(72,905.07)
A8001	APPROPRIATED SURPLUS - COURT GRANT	0.00	(2,076.08)	(2,076.08)
A1620.25	VILLAGE HALL EQUIPMENT	0.00	6,756.92	6,756.92
A5110.11	STREET MAINT - OVERTIME	0.00	211.86	211.86
A5112.2	CHIPS IMPROVEMENTS	0.00	72,905.07	72,905.07
A5112.2	CHIPS IMPROVEMENTS	70,000.00	50,438.41	120,438.41
A1990	CONTINGENCY	16,454.62	(4,892.70)	11,561.92
		0.00	0.00	0.00
		16,454.62	<u>(0.00)</u>	16,454.62

- It was, upon motion by Trustee Ogden, second by Trustee Fischer and adopted:
RESOLUTION #093-14
RESOLVED, to request, authorize, and direct the village treasurer to transfer \$8750.00 from the Justice Court Grant Account to the village General Fund for the expenses incurred in purchasing a generator from Long Island Emergency Power.

4. Highway Department- Highway Commissioner Judith C. Ogden:

- Paving projects budgeted for this year have been completed.
- Town assisted road striping progressing.
- Discussion ensued regarding repeater for the cell tower and potential use of cellular phones within the highway department.

5. Planning Board –Margaret O’Keefe, Village Clerk:

- Planning Board met on August 12th to discuss potential legislation relating to driveways.

6. Police Department – Chief Martin J. Thompson:

- Discussion ensued regarding new vehicles and Kevlar vests.

7. Roadside Beautification- John Lendino:

- Welcome to Dawn and John DePasquale newest volunteers on the committee.
- Iron gates at Gate Road have been completed; historic gate installed on Route 25A at Village Hall.

8. Other Matters:

- September meeting of the Emergency Preparedness group to be announced.
- It was, upon motion by Trustee Fischer, second by Trustee Ogden and unanimously adopted:
RESOLUTION #094-14
WHEREAS, pursuant to Village Law §4-408(e), the Inc. Village of Head of the Harbor's annual financial audit was conducted by the independent certified accounting firm of Cullen & Danowski, LLP (the “Auditor”); and
WHEREAS, said Auditor has presented their Audit Report, and prepared the Inc. Village of Head of the Harbor's Financial Statements for Fiscal Year 2013-2014; and
WHEREAS, these reports have been examined and reviewed by the Board of Trustees;
NOW THEREFORE BE IT RESOLVED, that the Board of Trustees does hereby accept the Cullen & Danowski, LLP Audit Report and Annual Financial Statements for Fiscal Year 2013-2014; and
BE IT FURTHER RESOLVED, that pursuant to GML §30 the Village Treasurer, Patricia Mulderig is hereby authorized and directed to file said report with the State Comptroller, and the Village Clerk, Margaret O'Keefe is hereby authorized and directed to provide notice to the media of the availability to view these documents during regular village office hours, and release these reports to the public as requested.
- It was, upon motion by Trustee Ogden, second by Trustee Fischer and unanimously adopted:
RESOLUTION #095-14
In accordance with Trustees resolution #078-14,
BE IT RESOLVED to approve of the employment of Andrew Rushton as part-time highway laborer as of Tuesday, August 12, 2014. This position is as a seasonal laborer, a non-exempt, part-time, at will employee not to exceed 18 hours a week for an hourly rate of \$15.00 until October 31, 2014.

There being no other matters to be brought before the Board; it was, upon motion by Trustee Fischer, second by Trustee Ogden and unanimously adopted, to adjourn the meeting at 8:28 PM.

Respectfully Submitted,

Margaret O'Keefe
Village Clerk