

**MINUTES OF THE MEETING OF  
THE BOARD OF TRUSTEES  
WEDNESDAY, AUGUST 21, 2019**

A meeting of the Board of Trustees of the Incorporated Village of Head-of-the-Harbor was held on Wednesday, August 21<sup>st</sup> 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, Trustees L. Gordon Van Vechten, Judith C. Ogden and Jeffrey D. Fischer. Not in attendance this evening Deputy Mayor Daniel W. White. Also in attendance Village Attorney, Anthony B. Tohill; Village Administrator/Clerk, Margaret O’Keefe; Police Chief, Charles M. Lohmann; Village Treasurer, Patricia Mulderig and Building Inspector, Robert O’Shea.

Pledge of Allegiance.

**1. Mayor – Douglas A. Dahlgard**

- It was, upon motion by Trustee Fischer, second by Trustee Van Vechten, abstention by Trustee Ogden and adopted (3-0-1):  
**RESOLUTION #067-19**  
Minutes of the Board of Trustees meeting of July 17, 2019 at 7PM.  
**RESOLVED**, to adopt the minutes of the above meeting as presented.
- It was, upon motion by Trustee Van Vechten, second by Trustee Fischer, abstention by Trustee Ogden and adopted (3-0-1):  
**RESOLUTION #068-19**  
Minutes of the Board of Trustees meeting of August 6, 2019 at 7PM.  
**RESOLVED**, to adopt the minutes of the above meeting as presented.
- It was, upon motion by Trustee Fischer, second by Trustee Van Vechten and unanimously adopted:  
**RESOLUTION #069-19**  
**RESOLVED**, to authorize Mayor Douglas A. Dahlgard, in his official capacity, to execute the liability insurance renewal agreement with Williams & Williams in the amount of \$52,288.66, and  
**BE IT FURTHER RESOLVED**, to authorize and direct the village treasurer to release payment in full.
- It was, upon motion by Trustee Van Vechten, second by Trustee Ogden and unanimously adopted:  
**RESOLUTION #070-19**  
**RESOLVED**, that the village attorney is hereby authorized and directed to draft a “LOCAL LAW REQUIREING ABATEMENT OF UNSAFE BUILDINGS”, and be it,  
**FURTHER RESOLVED**, the village clerk is hereby authorized and directed to post and publish a public hearing for Local Law (Intro.)NO. 3 of 2019, “A LOCAL LAW REQUIRING ABATEMENT OF UNSAFE BUILDINGS”. Said hearing is to be held on Wednesday, September 18, 2019 at 7 PM, time then in effect, at Village Hall, 500 North Country Rd., St. James, New York 11780.

- It was, upon motion by Trustee Fischer, second by Trustee Ogden and unanimously adopted:  
**RESOLUTION #071-19**  
**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 the Harbor’s Financial statements for Fiscal Year 2018-2019; 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 2018-2019; 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 Administrator/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 Van Vechten, second by Trustee Ogden and unanimously adopted:  
**RESOLUTION #072-19**  
**WHEREAS**, pursuant to Section 2019–a of the Uniform Justice Court Act, the Board of Trustees of the Village is required to confirm that the records and dockets of the Village Justice Court be audited, and  
**WHEREAS**, the Village Board has caused the independent auditing firm of Cullen & Danowski, LLP (the “Auditor”), to audit and examine the records and dockets of the Village Justice Court for the Fiscal Year 2018-2019, and  
**WHEREAS**, the Auditor has submitted to the Village its audit report of the Village Justice Court, as required under Uniform Justice Court Act §2019-a (the “Justice Court Audit Report”), and  
**WHEREAS**, the Village Board desires to comply with the Uniform Justice Court Act §2019-a, and to reflect in the minutes of its proceedings that such audit has occurred,  
**NOW, THEREFORE, IT IS HEREBY RESOLVED**, that the Board of Trustees of the Village of Head of the Harbor does hereby acknowledge that the audit of the records of the Village Justice Court required under Uniform Justice Court Act §2019-a has been conducted, and that the Justice Court Audit Report has been received by the Board, and it is hereby further,  
**RESOLVED**, that the Village Administrator/Clerk forward to the New York State Office of Court Administration a copy of said Justice Court Audit Report and a copy of this Resolution.

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

- It was, upon motion by Trustee Fischer, second by Trustee Ogden and unanimously adopted:  
**RESOLUTION #073-19**  
**RESOLVED**, to adopt Abstracts #127273 through and including #127283 in the total amount of \$50,342.98 to be paid from the General Fund.
- It was, upon motion by Trustee Fischer, second by Trustee Van Vechten and unanimously adopted:  
**RESOLUTION #074 -19**  
**RESOLVED**, to adopt Abstract #TA156 in the total amount of \$1,467.50 to be paid from the Trust & Agency Fund.

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

**RESOLUTION #075 -19**

**RESOLVED**, to authorize and direct the village treasurer to refund the taxes as per the successful grievances in the amount of \$155.40 as noted below:

PROPERTY ID	SECTION	BLOCK	LOT	HOMEOWNER	Address	ASSESSOR LETTER	ASSESSOR DATE	CURRENT ASSESSMENT	CORRECTED ASSESSMENT	DIFFERENCE	2019/2020 ADJUSTMENT	
1	24100	6	1	14	William & Mandy Newton	21 Witherbrook Rd, SB	18-Jan-19	20-Feb-19	10412	9699	(700)	166.80
2	47300	7	4	4.9	Joseph & Jan Barone	5 Deepwells Lane, SJ	18-Jan-19	20-Feb-19	9900	9694	(206)	79.25
3	47500	7	4	4.12	Edward & Doreen Metz	11 Deepwells Lane	18-Jan-19	20-Feb-19	10900	9994	(706)	162.95
4	49900	7	5	3	John & Debbie Dalt	6 Wicks Lane, SJ	18-Jan-19	20-Feb-19	14760	15899	(861)	223.00
5	1200	1	1	13	William & Kathleen Mich	18 Central Drive, SB	10-Jan-19	20-Feb-19	32100	29900	(2,800)	725.20
6	70002	2	1	17.19	Belit Sperber	1 Piper Lane, SJ	10-Jan-19	20-Feb-19	18888	17220	(1,468)	385.21
7	20100	5	1	23.16	Carmela Ladio	8 Farmer's Lane, SJ	10-Jan-19	20-Feb-19	14620	14407	(1,123)	289.89
8	27400	5	2	10	Catharina Kenny	12 Three Sisters Rd., SJ	10-Jan-19	20-Feb-19	14500	13600	(900)	233.69
9	28700	5	2	24.2	Raymond Bernard/MSK Talmont	11Three Sisters Rd, SJ	10-Jan-19	20-Feb-19	12550	9422	(1,128)	292.15
10	40400	7	4	4.21	Donna Terreiro	20 Deepwells Lane	10-Jan-19	20-Feb-19	11770	92150	(1,825)	419.58
11	3800	1	2	14	John Campbell	14 Saddle Road, SB	1-Feb-19	20-Feb-19	15756	14482	(1,203)	327.12
12	14500	3	2	12	Jonathan & Maria Cavoto	12 Saneck Road, SJ	1-Feb-19	20-Feb-19	15400	11550	(3,850)	997.15
ASSESSMENT ADJUSTMENTS - MARCH 20, 2019										(17,491)	4,506.86	
13	45600	7	3	29.5	Josephine Mileto	2 Timothy Woods Rd SJ	17-Apr-19	25-Mar-19	17028	16290	(738)	191.14
14	1700	1	1	17.4	Daniel & Bianca Drosch	1 Mill Creek Road SB	17-Apr-19	8-Apr-19	12425	11685	(740)	191.58
ASSESSMENT ADJUSTMENTS - MAY 15, 2019										(1,478)	382.80	
15	1800	1	1	19	Stephen & Ellen Rappaport	19 Emmet Way, SB	13-Jun-19	8-May-19	12870	11995	(875)	226.63
16	27600	5	2	6	Stelios & Maria Zodiatis	8 Farm Road SJ	13-Jun-19	23-Apr-19	12270	11995	(285)	72.78
ASSESSMENT ADJUSTMENTS - JUNE 19, 2019										(1,160)	296.40	
17		7	1	12.5	Hosni Elhelwani	8 Meadow Gate West SJ	9-Aug-19	13-Jun-19	15300	14760	(500)	155.40
ASSESSMENT ADJUSTMENTS - AUGUST 21, 2019										(600)	155.40	
TOTAL ASSESSMENT ADJUSTMENTS											5,344.47	
ASSESSMENT ADJUSTMENTS - MARCH 20, 2019											(4,506.86)	
ASSESSMENT ADJUSTMENTS - MAY 15, 2019											(382.80)	
ASSESSMENT ADJUSTMENTS - JUNE 19, 2019											(299.40)	
ASSESSMENT ADJUSTMENTS - AUGUST 21, 2019											(155.40)	
TOTAL 2018/2019 ASSESSMENT ADJUSTMENTS											(9,344.47)	

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

- Paving is delayed due to factory/contractor issues.

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

- Property maintenance issues.

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

- Vandalism continues at Hitherbrook Extension.

**Mayor**

- Gates original to the Thornton mansion are in poor condition.

**Public Comment:**

- Nancy Featherston expressed concern’s regarding Nissequogue’s approval of bulkheads. No action taken.
- Jonathan Vaval expressed concern’s regarding Meadow Gate East drainage & cobblestones. Review by Highway Commissioner to occur.
- It was, upon motion by Trustee Fischer, second by Trustee Van Vechten and unanimously adopted, to move to executive session to discuss personnel.

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

**RESOLUTION #076 -19**

**WHEREAS**, the village of Head of the Harbor wishes to comply with N.Y. Labor Law §201-g, and

**WHEREAS**, the village’s liability insurance carrier offers Sexual Harassment Prevention Training through a learning management system,

**BE IT RESOLVED**, to authorized the Village Administrator/Clerk, Margaret O’Keefe to enroll employees, who have not had the training provided by Officer R. Grant, and village volunteers in the online module,

**BE IT FURTHER RESOLVED**, to direct all employees and volunteers to complete the online course prior to October 1, 2019.

- It was, upon motion by Mayor Dahlgard, second by Trustee Ogden and unanimously adopted to move back to public session.
- It was, upon motion by Trustee Van Vechten, second by Trustee Fischer and unanimously adopted:  
**RESOLUTION #077 -19**  
**RESOLVED**, to authorize and direct the village treasurer to return the unspent portion of the 2018 JCAP grant, namely \$2,150.00, per the Office of the Justice Court Support correspondence dated August 12, 2019.
- It was, upon motion by Trustee Van Vechten, second by Trustee Fischer and unanimously adopted:  
**RESOLUTION #078 -19**  
**RESOLVED**, to authorize and direct the village treasurer to transfer \$90.00 from the General Fund to the BNB Justice Court Grant Account.
- 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 8:50 PM.

Respectfully Submitted,

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Margaret O’Keefe  
Village Administrator/Clerk