

**MINUTES OF THE MEETING OF
THE BOARD OF TRUSTEES
Wednesday, September 16, 2015 at 7 PM**

A meeting of the Board of Trustees of the Incorporated Village of Head-of-the-Harbor was held on Wednesday, September 16, 2015 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 and L. Gordon Van Vechten. Not in attendance this evening Trustee Jeffrey D. Fischer and Village Attorney Anthony B. Tohill. Also in attendance Village Clerk Margaret O'Keefe and Village Treasurer Patricia Mulderig and NYS DEC representative Michelle Gibbons.

1. Mayor – Douglas A. Dahlgard:

- Commendation presented to Officer Alex Kitzen. Mayor Douglas A. Dahlgard and Police Chief Martin J. Thompson commended and thanked PO A. Kitzen for his 24 years of dedicated service to the residents of Head of the Harbor.
- Mayor Dahlgard convened the public hearing on LOCAL LAW (Intro.) NO. 3 OF 2015, “A LOCAL LAW AMENDING VILLAGE CODE CHAPTER 123, FIREARMS”. Letter of support received from Dr. Diana. Letters of opposition from Mr. and Mrs. Stein, Mr. and Mrs. Martin, and Dr. Herrnstien. Mayor Dahlgard opened the floor to the public and discussion ensued. It was, upon motion by Trustee White, second by Trustee Van Vechten, and unanimously adopted:
RESOLUTION #072-15
RESOLVED, to hold the public hearing on LOCAL LAW (Intro.) NO. 3 OF 2015, “A LOCAL LAW AMENDING VILLAGE CODE CHAPTER 123, FIREARMS” open until October 21, 2015 at 7 PM , time then in effect, at Village Hall, 500 North Country Rd., St. James New York 11780.
- Mayor Dahlgard stated that in accordance with RESOLUTION #044-15 the public hearing on Local Law (Intro.) #2 of 2015, “A LOCAL LAW ENACTING VILLAGE CODE CHAPTER 80, DRIVEWAYS” was convened. It was, upon motion by Trustee White, second by Trustee Van Vechten, and unanimously adopted:
RESOLUTION #073-15
RESOLVED, to hold the public hearing on LOCAL LAW (Intro.) NO. 2 OF 2015, “A LOCAL LAW ENACTING VILLAGE CODE CHAPTER 80, DRIVEWAYS” open until October 21, 2015 at 7 PM , time then in effect, at Village Hall, 500 North Country Rd., St. James New York 11780.
- **Minutes of August 19, 2015 at 7 PM** Trustees meeting minutes were presented. It was, upon motion by Trustee Van Vechten, second by Trustee Ogden, and unanimously adopted:
RESOLUTION #074-15
RESOLVED, to adopt the minutes of the above referenced meeting as presented.
- **Minutes of September 2, 2015 at 7 PM** Trustee work session were presented. It was, upon motion by Trustee Ogden, second by Trustee Van Vechten, and abstention by Trustee White and adopted (3-0-1):
RESOLUTION #075-15
RESOLVED, to adopt the minutes of the above referenced meeting as presented.
- It was, upon motion by Trustee White, second by Trustee Van Vechten, and unanimously adopted:
RESOLUTION #076-15
WHEREAS, the Board of Trustees has identified the need to contract for painting the exterior of Village Hall, and
WHEREAS, in accordance with the village’s procurement policy three (3) quotes have been secured,

BE IT RESOLVED, to accept the proposal of Long Island Restoration in the amount of \$28,000.00,

BE IT FURTHER RESOLVED, the village treasurer is authorized and directed to release payment per schedule to follow.

2. Financials – Patricia Mulderig, Treasurer:

- Report submitted to the Board.
- It was, upon motion by Trustee White, second by Trustee Van Vechten and unanimously adopted: **RESOLUTION #077-15**
RESOLVED to adopt Abstracts #126811 through and including #126818 in the total amount of \$148,255.58 to be paid from the General Fund.
- It was, upon motion by Trustee Van Vechten, second by Trustee White and adopted: **RESOLUTION #078-15**
RESOLVED, the village treasurer is authorized and directed to make the budget modifications as noted below:

		BUDGET F/Y/E	BUDGET ADJUSTMENT	MODIFIED BUDGET
		2/28/2016		2/28/2016
A1090	INT & PENALTIES ON TAXES	(4,000.00)	(112.37)	(4,112.37)
A1560	BUILDING PERMITS	(65,874.50)	(2,500.00)	(68,374.50)
A5110.21	STREET MAINTENANCE - GAS & OIL	13,000.00	(731.51)	12,268.49
A5110.11	STREET MAINTENANCE - OVERTIME	6,000.00	172.79	6,172.79
A5110.7	STREET MAINTENANCE - EQUIPMENT PURCHASES	2,500.00	558.72	3,058.72
A1990	CONTINGENCY	28,784.19	2,612.37	31,396.56
		<u>0.00</u>	<u>0.00</u>	<u>0.00</u>
		<u>(19,590.31)</u>	<u>0.00</u>	<u>(19,590.31)</u>

- It was, upon motion by Trustee Van Vechten, second by Trustee White and unanimously adopted: **RESOLUTION #079-15**
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 2014-2015; 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 2014-2015; 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 White, second by Trustee Van Vechten and unanimously adopted: **RESOLUTION #080-15**
RESOLVED, in accordance with Trustees RESOLUTION #104-14, and to further clarify RESOLUTION#065-15,
BE IT RESOLVED, village treasurer has been authorized and directed to assume a Bond Anticipation Note in the amount of \$30,000.00 with a maturity date of September 21, 2016, and

BE IT FURTHER RESOLVED, village treasurer is authorized and directed to make payment of the Bond Anticipation Note from Bridgehampton National Bank with an interest rate of 1.24% due September 23, 2015, both activities are within her official capacity.

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

RESOLUTION #081-15

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 2014-2015, 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 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..

3. Building Department, ARB, JCC - Gerard Harris, Building Inspector (not present):

- No reports given.

4. Highway Department –Judith C. Ogden Hwy. Comm.:

- The Hunt paving is almost complete.

5. Mayor – Douglas A. Dahlgard:

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

RESOLUTION #081-15

RESOLVED, to authorize and direct the village attorney to draft legislation amending VILLAGE CODE § 165-5, and

BE IT FURTHER RESOLVED, the village clerk is hereby authorized and directed to post and publish a public hearing on Local Law (Intro.) #4 of 2015, “REPEALING THE DEFINITION OF AREA, FLOOR AT VILLAGE CODE § 165-5”. Said hearing is to be held on Wednesday, October 21, 2015 at 7 PM, time then in effect, at Village Hall, 500 North Country Rd., St. James New York 11780.

There being no other matters to be brought before the Board; it was, upon motion by Trustee Van Vechten, second by Trustee Ogden and unanimously adopted, to adjourn the meeting at 9:54 PM.

Respectfully Submitted,

Margaret O'Keefe
Village Clerk