

**MINUTES OF THE MEETING OF THE BOARD OF TRUSTEES
Wednesday, October 16, 2013 at 7 PM**

A meeting of the Board of Trustees of the Incorporated Village of Head-of-the-Harbor was held on Wednesday, October 16, 2013 at 7 PM at the Village Hall located at 500 North Country Rd., St. James, NY 11780. Those present were the following members, Mayor Natale J. Tartamella, Deputy Mayor Heiko H. Folkerts, Trustees Judith C. Ogden, Douglas A. Dahlgard and Daniel W. White. Also in attendance Village Clerk Margaret O'Keefe and Village Treasurer Patricia Mulderig. Not in attendance this evening, Village Attorney Anthony B. Tohill.

With great sadness, the Mayor announced the passing of one of our residents and dedicated volunteers, Elizabeth Shepherd. A moment of silence in her honor.

1. Mayor – Natale J. Tartamella:

- **Minutes of September 18, 2013 7 PM** meeting of the Board of Trustees were presented. Two typographical errors were noted; on page two, a plaque was presented to Robert Lawrence Swanson; page 3 Item 4 the word drainage should read discussion. It was, upon motion by Trustee Dahlgard, second by Trustee White, and unanimously adopted:
RESOLUTION #099-13
RESOLVED, to adopt the minutes of the above meeting as amended.
- It was, upon motion by Trustee Folkerts, second by Trustee Ogden and unanimously adopted:
RESOLUTION #100-13
RESOLVED, the village clerk is hereby authorized and directed to post and publish a public hearing on Local Law (Intro.) #1 of 2013, "A LOCAL LAW TO OVERRIDE THE TAX LEVY LIMIT ESTABLISHED IN GENERAL MUNICIPAL LAW § 3-c". Said hearing is to be held on Wednesday, November 20, 2013 at 7 PM, time then in effect, at Village Hall, 500 North Country Rd., St. James New York 11780.

2. Financials – Patricia Mulderig, Treasurer:

- Report submitted to the Board.
- It was, upon motion by Trustee Dahlgard, second by Trustee Ogden and unanimously adopted:
RESOLUTION #101-13
RESOLVED, to adopt Abstracts #126630 through and including #126636 in the total amount of \$34,292.70 to be paid from the General Fund.
- It was, upon motion by Trustee Dahlgard, second by Trustee Ogden and unanimously adopted:
RESOLUTION #102-13
RESOLVED, the village treasurer is hereby authorized and directed to transfer \$5,000.00 from TD Money Market Account to a Capital One Money Market Account.
- It was, upon motion by Trustee White, second by Trustee Ogden and unanimously adopted:
RESOLUTION #103-13
Adjustments to tax assessments received from the Town of Smithtown subsequent to the acceptance of the tax rolls.
RESOLVED, to authorize and direct the Village Treasurer to refund the taxes as per the successful grievances as follows:

PROPERTY ID	SECTION	BLOCK	LOT	HOMEOWNER	ASSESSOR'S DATE	CURRENT ASSESSMENT	CORRECTED ASSESSMENT	DIFFERENCE	2013/2014 ADJUSTMENT
27	44900	7	3	24.22	HAQUE	13200	12800	(400)	(85.48)
28	45800	7	3	29.5	MILITELLO	18290	17280	(1,010)	(215.84)
ASSESSMENT ADJUSTMENTS - OCTOBER 16, 2013									(301.32)

- It was, upon motion by Trustee Dahlgard, second by Trustee White and unanimously adopted:
RESOLUTION #104-13
RESOLVED, the village treasurer is hereby authorized and directed to make the budget modifications as presented below:

	BUDGET F/Y/E	BUDGET ADJUSTMENT	MODIFIED BUDGET	
	2/28/2014		2/28/2013	
A1440.41	ENGINEER - GENERAL	8,331.25	1,720.00	10,051.25
A1680.22	WEBSITE	2,683.28	427.50	3,110.78
A1930.4	JUDGEMENTS & CLAIMS	11,141.75	301.32	11,443.07
A1990	CONTINGENT ACCOUNT	50,089.33	(2,448.82)	47,640.51
		0.00	0.00	0.00
		<u>72,245.61</u>	<u>0.00</u>	<u>72,245.61</u>

- It was, upon motion by Trustee Dahlgard, second by Trustee White and unanimously adopted:
RESOLUTION #105-13
WHEREAS, the village Head of the Harbor wishes to establish a reserve account specifically for grant funds,
NOW THEREFORE BE IT RESOLVED, to authorize and direct the village treasurer to establish a Reserve Account, A0899.1 Other Restricted Accounts-General-Generator, in the amount of \$7,500.00. Said funds are anticipated to be used for the procurement and installation of a generator at Village Hall.
- Mayor Tartamella presented the village clerk, Margaret O'Keefe with the Local Government and Records Management Administration Certificate. The National Association of Government Archives and Records Administrators certifies the education and competency of government records officers.
- It was, upon motion by Trustee White, second by Trustee Dahlgard and unanimously adopted:
RESOLUTION #106-13
WHEREAS, New York State was awarded US Department of Housing and Urban Development (HUD) Community Development Block Grant Program Funding to assist homes substantially damaged by Hurricane Sandy, and
WHEREAS, this Action is Type I under SEQRA, and
WHEREAS, the village of Head of the Harbor, being in the County of Suffolk, has been identified as involved agency, and
WHEREAS, New York State Homes and Community Renewal (HCR) has requested lead agency status, and
WHEREAS, the Board of Trustees concurs with the HCR's assumption of Lead Agency status for the coordinated environmental review for the Recreate NY Home Buyout Program,
BE IT RESOLVED, to authorize and direct Mayor Tartamella to execute the release of Lead Agency Status to HCR.
- It was, upon motion by Trustee Folkerts, second by Trustee Ogden and unanimously adopted:
RESOLUTION #107-13
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 2012-2013, 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.
- It was, upon motion by Trustee White, second by Trustee Ogden and unanimously adopted:
RESOLUTION #108-13
WHEREAS, the village of Head of the Harbor is applying to New York State's Hazard Mitigation Grant Program (HMGP), and
WHEREAS, criteria of the HMGP are such that financial participation by the grantee is required in conjunction with awarding of HMGP funds,
BE IT RESOLVED, the village of Head of the Harbor does hereby commit funds for use in conjunction with the HMPG, where such funds shall be equal to 25% of the estimated total project cost, or an amount up to \$7,500.00 whichever is greater.
BE IT FURTHER RESOLVED, that Mayor Tartamella is hereby authorized and directed to execute a letter of commitment to New York State's Hazard Mitigation Grant Program in his official capacity.
- REMINDER to sign-up for the Emergency Notification System on the improved village website.

- It was, upon motion by Trustee Dahlgard, second by Trustee Folkerts and unanimously adopted:
RESOLUTION #109-13
WHEREAS, in loving memory of Mrs. Elizabeth Shepherd, friends and neighbors would like to donate a bench and plantings to the village of Head of the Harbor; these items to be installed near the parking circle at Village Hall;
NOW THEREFORE BE IT RESOLVED, the Board of Trustees hereby gratefully accepts said donation to the village of Head of the Harbor.

- It was, upon motion by Trustee Dahlgard, second by Trustee Folkerts and unanimously adopted:
RESOLUTION #110-13
In accordance with **Resolution #061-08** adopted on July 16, 2008, where the Board of Trustees Adopted the Suffolk County Multi-Jurisdictional Multi-Hazard Mitigation Plan (the "Plan") as this jurisdiction's Natural Hazards Mitigation Plan, and resolves to execute the actions identified in the Plan that pertain to this jurisdiction.
BE IT RESOLVED, to identify the primary and alternate contacts as Mayor Natale J. Tartamella and Trustee Douglas Dahlgard, respectively, and
BE IT FURTHER RESOLVED, that said individuals, with the assistance of the village engineer, highway commissioner, police department, and floodplain administrator, are to file all the necessary documents required for participation in the 2014 Suffolk County Hazard Mitigation Plan.

- 3. **Highway Department – J. Ted Naughton:**
 - Paving to begin on Moriches Rd., Gate Rd. and Barn Lane the week of October 21st.
 - Newly paved roads are to be have painted lines, not thermoplastic.
 - Discussion regarding “DO NOT BLOCK THE BOX” at Edgewood Avenue.

- 4. **Police Department –Martin J. Thompson, Chief:**
 - Improved traffic conditions with modified drop-off/pickup times at Harbor Country Day School.

- 5. **Planning Board- Harlan Fischer, Chair:**
 - The next meeting of the Planning Board will be held on Tuesday, November 12, 2013 at 5:30 PM.

- 6. **Building Department- Gerard Harris, Building Inspector:**
 - ARB reviewed three building permit applications.
 - Zoning Board is anticipating the receipt of one application.

- 7. **Other Matters –:**
 - Resident Mr. Gargilano presented inquires to the board regarding 2014/2015, highway expenses, deer population, National Grid gas lines, and access to Hitherbrook extension.
 - Trustee White and Margaret O’Keefe, Village Clerk to review telephone communications.
 - It was, upon motion by Trustee White, second by Trustee Dahlgard, and unanimously adopted, to move to executive session to discuss highway personnel. No action taken.
It was, upon motion by Trustee Dahlgard, second by Trustee Ogden, and unanimously adopted, to move back to public session.
 - It was, upon motion by Trustee White, second by Trustee Folkerts, and unanimously adopted:
RESOLUTION #111-03
RESOLVED, the village clerk, Margaret O’Keefe is hereby authorized and directed to post and publish a budget work session to be held on Monday, November 4, 2013 at 6:00 PM and
BE IT FURTHER RESOLVED, the budget work session previously scheduled for Wednesday November 6, 2013 at 7:00 PM is hereby canceled due to the lack of a quorum.

It was, upon motion by Trustee Dahlgard, second by Trustee Folkerts, and unanimously adopted to adjourn the meeting at 8:55 PM.

Respectfully Submitted,

Margaret O’Keefe, Village Clerk