

**MINUTES OF THE MEETING OF  
THE BOARD OF TRUSTEES  
Wednesday, October 17, 2018**

A meeting of the Board of Trustees of the Incorporated Village of Head-of-the-Harbor was held on Wednesday, October 17, 2018 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, Jeffrey D. Fischer and L. Gordon Van Vechten. Also in attendance Village Attorney, Anthony B. Tohill; Village Clerk, Margaret O'Keefe; Village Treasurer, Patricia Mulderig; Building Inspector, Robert O'Shea and Police Chief, Charles M. Lohmann.

Pledge of Allegiance.

**1. Mayor – Douglas A. Dahlgard:**

- It was, upon motion by Trustee Fischer, second by Trustee Van Vechten, abstention by Deputy Mayor White and adopted (4-0-1):  
**RESOLUTION # 088-18**  
Minutes of September 26, 2018 7 PM session 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 Ogden and unanimously adopted:  
**RESOLUTION # 089-18**  
Minutes of October 3, 2018 7 PM work session 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 Ogden and unanimously adopted:  
**RESOLUTION #090-18**  
**WHEREAS**, the Board of Trustees has received an Inter-Municipal Agreement from the Town of Smithtown for Use of Public Safety Ordinance Inspectors and Fire Marshals for Enforcement of Town Laws and Ordinances, and  
**WHEREAS**, entering into shared services is beneficial to the Village of Head-of-the-Harbor, and  
**WHEREAS**, such shared services are recommended, approved, and encouraged by the State of New York, and  
**WHEREAS**, said agreement has been approved in form by the village attorney,  
**BE IT RESOLVED**, to authorize Mayor Dahlgard to execute said agreement in his official capacity.
- It was, upon motion by Trustee Fischer, second by Trustee Van Vechten and unanimously adopted:  
**RESOLUTION #091-18**  
**RESOLVED**, to authorize Mayor Dahlgard to extend the preventative maintenance agreement, at a cost of \$655.00, with Long Island Emergency Power for the Generac generator, 1-year until September 2019.
- It was, upon motion by Deputy Mayor White, second by Trustee Ogden and unanimously adopted:  
**RESOLUTION #092-18**  
**WHEREAS**, the Board of Trustees in compliance with N.Y. Labor Law § 201-g adopted a sexual harassment policy on September 26, 2018, and  
**WHEREAS**, the policy inadvertently omitted the designation of a person to receive any complaints under said policy.

**NOW THEREFORE** it is

**RESOLVED**, the Mayor is designated as the person to receive any complaint under said policy, and it is further

**RESOLVED**, this amendatory resolution is effective as of September 26, 2018, and it is further

**RESOLVED**, this amendatory resolution shall be maintained by the Village Clerk as part of the Village's files pertaining to the Sexual Harassment Policy.

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

- Report submitted to the Board.
- It was, upon motion by Trustee Van Vechten, second by Trustee Ogden and unanimously adopted:  
**RESOLUTION #093-18**  
**RESOLVED**, to adopt Abstracts #127165 through and including #127172, in the total amount of \$25,651.07 to be paid from the General Fund.
- It was, upon motion by Trustee Fischer, second by Trustee Van Vechten and unanimously adopted:  
**RESOLUTION #094-18**  
**RESOLVED**, the Village Treasurer is authorized and directed to make budget modifications totaling \$13,399.20, for a net change of zero, as noted:

VILLAGE OF HEAD OF THE HARBOR  
2018/2019 BUDGET MODIFICATIONS  
10/17/2018

		BUDGET F/Y/E	BUDGET ADJUSTMENT	MODIFIED BUDGET
		2/28/2018		2/28/2019
A1090	INTEREST & PENALTIES ON TAXES	(4,400.00)	(1,100.00)	(5,500.00)
A2401	INTEREST & EARNINGS	(5,000.00)	(1,000.00)	(6,000.00)
A1620.8	VILLAGE HALL REPAIRS & MAINT	7,000.00	1,000.00	8,000.00
A5110.225	STREET MAINT EQUIP < \$1,000.00	5,500.00	1,100.00	6,600.00
A9710.6	SERIAL BOND PRINCIPAL	8,461.00	(8,461.80)	(0.80)
A9730.7	BOND ANTICIPATION NOTE INTEREST	1,838.20	8,461.80	10,300.00
		<u>0.00</u>	<u>0.00</u>	<u>0.00</u>
		<u>13,399.20</u>	<u>0.00</u>	<u>13,399.20</u>

**3. Police Department - Charles M. Lohmann, Police Chief:**

- Thank you to Newsday for reporting request to amend speed on 25A.
- Digital speed readout sign costs being reviewed.

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

- It was, upon motion by Trustee White, second by Trustee Van Vechten and unanimously adopted:  
**RESOLUTION #095-18**  
**BE IT RESOLVED**, to extend the deadline for the amnesty and open permit program until December 31, 2018.
- Discussion ensued regarding sheds and the threshold of Architectural Review Board review. No action taken.

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

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

**RESOLUTION #096-18**

**WHEREAS**, the highway commissioner and the village engineer have reviewed and certified changes to the Local Highway Inventory (LHI),

**BE IT RESOLVED**, that the Board of Trustees accepts the responsibility for the operation and maintenance of the road mileage identified in said inventory, and

**BE IT RUTHER RESOLVED**, that the village engineer is hereby authorized and directed to file the LHI with the NYS DOT, and further a copy of said report is to be filed with the official minutes.

- Fall paving is complete.
- Preparation for winter activities has begun.
- Correspondence from Patrick Sibony was read into the record.

**Public Comment**

- Inquiry into future paving projects.
- It was, upon motion by Trustee Fischer, second by Trustee Van Vechten and unanimously adopted, to move to executive session to discuss personnel. No action taken. It was, upon motion by Trustee White, second by Trustee Fischer and unanimously adopted to move back to public session at 8:46 PM.

There being no other matters to be brought before the Board; it was, upon motion by Trustee Ogden, second by Trustee Van Vechten and unanimously adopted, to adjourn the meeting at 8:47 PM.

Respectfully Submitted,

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Margaret O'Keefe  
Village Clerk