

**MINUTES OF THE MEETING OF
THE BOARD OF TRUSTEES
Wednesday, October 18, 2017 7 PM**

A meeting of the Board of Trustees of the Incorporated Village of Head-of-the-Harbor was held on Wednesday, October 18, 2017 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, L. Gordon Van Vechten and Jeffrey D. Fischer. Also in attendance Building Inspector Robert O'Shea, Village Clerk Margaret O'Keefe, Police Chief Charles M. Lohmann, Village Treasurer Patricia Mulderig and Village Attorney Anthony B. Tohill.

1. Mayor – Douglas A. Dahlgard:

- Minutes of September 18, 2017 were presented. Discussion ensued. It was, upon motion by Mayor Dahlgard, second by Trustee Ogden and unanimously adopted:
RESOLUTION #129-17
RESOLVED, Board of Trustees resolution #123-17 be amended to reflect that on the second line, TA 997, the amount for Hansen 115.02 U.S. be amended to reflect that this amount is paid by the village to the Trust & Agency account.
- Further discussion on the minutes of September 18, 2017. Three minor typographical errors were noted and amended on the official minutes. It was, upon motion by Trustee White, second by Trustee Van Vechten and unanimously adopted:
RESOLUTION #130-17
RESOLVED, to adopt the minutes of September 18, 2017 7 PM session of the Board of Trustees as amended.
- It was, upon motion by Trustee Fischer, second by Trustee Ogden and unanimously adopted:
RESOLUTION #131-17
RESOLVED, to adopt the minutes of the September 20, 2017 7 PM session of the Board of Trustees as presented.
- It was, upon motion by Trustee Fischer, second by Trustee Ogden, abstention by Trustees White and Fischer and adopted (3-0-2):
RESOLUTION #132-17
RESOLVED, to adopt the minutes of the October 4, 2017 7 PM session of the Board of Trustees as presented.
- It was, upon motion by Trustee Fischer, second by Trustee White and unanimously adopted:
RESOLUTION #133-17
RESOLVED, to authorize Mayor Dahlgard to extend the preventative maintenance agreement with Long Island Emergency Power for the Generac generator for 1-year, until September 2018.
- It was, upon motion by Trustee White, second by Trustee Fischer and unanimously adopted:
RESOLUTION #134-17
RESOLVED, to approve of the appointments of JohnCarlo Justincic, and Richard A. Raynock, Jr. as part-time, nonexempt, Police Officers at an hourly rate of \$32.00 per hour, not to exceed 20 hours per workweek maximum, with a hire date of Thursday, October 19, 2017.

2. Public Comment:

- Ms. Curth requested a review of Harbor Hill Rd.
- The movement of St. James Fire Dept. equipment to the Jefferson Avenue building has been postponed 1 year.
- Ward Melville Heritage's Hercules on the Harbor event will occur this weekend.

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

- It was, upon motion by Trustee Ogden, second by Trustee Van Vechten and unanimously adopted:
RESOLUTION #135-17
BE IT RESOLVED, Arbor Lane, from Harbor Road to its terminus and Piper Lane, from Harbor Road to its terminus are public roads. The Village of Head of The Harbor accepts legal, maintenance and repair responsibilities for these roads.
The Village of Head of The Harbor further authorizes the Village Engineer to prepare a to scale sketch indicating approximate length of each road.
This resolution, along with the sketch are to be sent to New York State Department of Transportation so their records may be adjusted.

- It was, upon motion by Trustee Ogden, second by Trustee Van Vechten and unanimously adopted:
RESOLUTION #136-17
IN ACCORDANCE WITH RESOLUTION #088-17 and RESOLUTION #111-17
WHEREAS, the Board of Trustees awarded a bid for cobble repair on Deepwells Lane to Owen Brothers; and
WHEREAS, the village engineer has recommended a change order documented via memorandum to the Board of Trustees dated October 10, 2017 change order #2,
NOW THEREFORE BE IT RESOLVED, to authorize and direct the Village Engineer to execute the change order #2 as presented this evening.

- Deepwells cobblestone repair is 50% complete.
- Farmer's Lane cobblestone repair complete.
- Work progressing on Hitherbrook and Pin Oak Lane.

4. Financials – Patricia Mulderig, Treasurer:

- Report submitted to the Board.
- T & A refund letters to be sent by the treasurer, copies to be provided to the village clerk.
- Discussion regarding security.
- Discussion of purchasing procedures.
- It was, upon motion by Trustee Fischer, second by Trustee Van Vechten and unanimously adopted:
RESOLUTION #137-17
RESOLVED, to adopt Abstracts #127031 through and including #127038 in the total amount of \$74,576.88 to be paid from the General Fund.
- It was, upon motion by Trustee Van Vechten, second by Trustee Ogden and unanimously adopted:
RESOLUTION #138-17
RESOLVED, to adopt Abstract #TA 144 in the total amount of \$503.75 to be paid from the Trust and Agency Account.
- It was, upon motion by Trustee Ogden, second by Trustee White and unanimously adopted:
RESOLUTION #139-17
RESOLVED, to authorize and direct the village treasurer to transfer \$100,000.00 [ONE HUNDRED THOUSAND DOLLARS AND NO CENTS] of the Bond Anticipation Note proceeds from First National Bank of Long Island to the TD Bank Checking Account.
- It was, upon motion by Trustee Fischer, second by Trustee Ogden and unanimously adopted:
RESOLUTION #140-17
RESOLVED, the village treasurer is authorized and directed to make budget modifications totaling \$27,880.71, for a net change of zero, as noted below:

		BUDGET	BUDGET	MODIFIED
		F/Y/E	ADJUSTMENT	BUDGET
		2/28/2018		2/28/2018
A1090.0	INT & PENALTIES	(13,066.84)	(132.53)	(13,199.37)
A1255.0	CLERK FEES	(100.00)	(227.74)	(327.74)
A1520	POLICE GRANTS & FEES	0.00	(15.00)	(15.00)
A2610	JUSTICE COURT FINES	(30,000.00)	(10,000.00)	(40,000.00)
A3001	STATE REVENUE SHARING	(4,000.00)	(134.00)	(4,134.00)
A1110.28	JUSTICE COURT ASSISTANCE GRANT	0.00	7,895.00	7,895.00
A1990	CONTINGENT ACCOUNT	75,047.55	2,614.27	77,661.82
		0.00	0.00	0.00
		<u>27,880.71</u>	<u>(0.00)</u>	<u>27,880.71</u>

5. Building Inspector – Robert O’Shea:

- Several permits approved.
- Review of fees schedule to occur.

It was, upon motion by Trustee Fischer, second by Trustee Ogden 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 to public session.

There being no other matters to be brought before the Board; it was, upon motion by Trustee Fischer, second by Trustee Van Vechten and unanimously adopted, to adjourn the meeting at 8:40 PM.

Respectfully Submitted,

Margaret O’Keefe
Village Clerk