

**MINUTES OF THE MEETING OF
THE BOARD OF TRUSTEES
Wednesday, November 2, 2016 at 7 PM**

A work session of the Board of Trustees of the Incorporated Village of Head-of-the-Harbor was held on Wednesday, November 2, 2016 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 Jeffrey D. Fischer. Not in attendance this evening, L. Gordon Van Vechten nor Village Attorney Anthony B. Tohill. Also in attendance Chief Charles Lohmann, Village Clerk Margaret O'Keefe and Village Treasurer Patricia Mulderig.

Discussion items included:

- Deer management study discussion. The Board of Trustees would like to move forward in reviewing the steps. Informal vote was unanimous. No further action taken.
- It was upon motion by Trustee White, second by Trustee Fischer and unanimously adopted:
RESOLUTION #105-16
WHEREAS, in accordance with Trustees resolution Village Engineer drafted bid specifications for emergency management; and
WHEREAS, a request for bids was duly advertised by the Village Clerk; and
WHEREAS, on October 17, 2016 one (1) sealed bid was opened and
WHEREAS, all bids were presented to and reviewed by the Board of Trustees,
NOW, THEREFORE, BE IT RESOLVED, as follows:
 1. The Board of Trustees of the Village of Head of the Harbor on behalf of the village hereby awards the bid to Sonnenberg Nursery Inc.
 2. The Village Engineer is directed to issue the Notice of Award to Sonnenberg Nursery Inc.
 3. The Board of Trustees hereby authorizes Mayor Douglas A. Dahlgard to execute the contract documents in his official capacity to effectuate the terms of this resolution.
- It was upon motion by Trustee Ogden, second by Trustee Fischer and unanimously adopted:
RESOLUTION #106-16
WHEREAS, Frank Prinzevalli, highway department employee to be authorized to make charges for various village purposes at the specified vendors of Home Depot, Lowes, Wex in addition to other accounts that are ordinarily and customarily used by the highway department for the purchase of goods and services in the ordinary course of business.
- It was upon motion by Trustee White, second by Trustee Fischer and unanimously adopted:
RESOLUTION #107-16
WHEREAS, the village recognizes the need to make purchases through online retailers, and
WHEREAS, Bridgehampton National Bank offers a credit card service without fees, and
WHEREAS, the Board wishes to authorize the following approved signatories, Highway Commissioner Judith C. Ogden and Village Clerk Margaret O'Keefe to make purchases on behalf of the village within the normal course of business,
BE IT RESOLVED, to authorize and direct the village treasurer to open a credit card account with Bridgehampton National Bank in the name of the village of Head of the Harbor, with a limit not to exceed \$5,000 and be it further limited to \$2,500.00 per signatory.

Suffolk County Village Officials December Meeting will be held on Thursday December 8, 2016. No action taken.

- It was upon motion by Trustee White, second by Trustee Fischer and unanimously adopted:
RESOLUTION #108-16
WHEREAS, a new highway hiree requires a NYS DOT physical, and
WHEREAS, Land, Sea, and Air, 910 Route 109 Lindenhurst, NY 11757 performs said examinations,
BE IT RESOLVED, to authorize and direct the Village Clerk to open an account, not to exceed \$100.00, in the name of the village of Head of the Harbor for said examination.
BE IT FURTHER RESOLVED, to direct the Village clerk to open an account in the name of the village of Head of the Harbor with Commercial Driver Training, 600 Patton Avenue West Babylon, NY 11704 for two CDL driving lesson not to exceed \$165 each.
- IT discussion. No action taken.
- Budget Work Session. No action taken.
- It was, upon motion by Trustee White, second by Trustee Fischer, and unanimously adopted to move to executive session to discuss litigation and personnel. No action taken. It was, upon motion by Trustee White, second by Trustee Fischer to move to back to public session.
- It was upon motion by Mayor Dahlgard, second by Trustee Fischer and unanimously adopted:
RESOLUTION #109-16
RESOLVED, to authorize the Village Clerk to reimburse out of petty cash an amount not greater than \$50.00 (FIFTY DOLLARS US) verified by receipts of expenses incurred by highway employee Jovon LeSassier for state mandated motor vehicle related tests.
- A disciplinary hearing was held involving highway employee John Precht at which several Trustees testified as witnesses. It was deemed appropriate by counsel that the Board itself not be the recipient of the determination of the hearing officer, but that the Board delegate the receipt and affirmative action thereon of the hearing officers determination to a third party, Charles M. Lohmann. It was upon motion by Mayor Dahlgard, second by Trustee Fischer and unanimously adopted:
RESOLUTION #110-16
WHEREAS disciplinary charges pursuant to Section 75 of the Civil Service Law were preferred against a Village employee; and
WHEREAS, the Board of Trustees would typically make a final determination in this matter upon receipt of the report and recommendations of the hearing officer; and
WHEREAS, certain Trustees testified at the hearing conducted in this matter; now therefore is **RESOLVED**, that the Board of Trustees hereby delegates its authority to make a final determination in this matter to Chief Charles M. Lohmann.

There being no other matters to be brought before the Board; it was, upon motion by Trustee White, second by Trustee Fischer and unanimously adopted, to adjourn the meeting at 9:45 PM.

Respectfully Submitted,

Margaret O'Keefe
Village Clerk