

**MINUTES OF THE MEETING OF  
THE BOARD OF TRUSTEES  
Wednesday, January 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, January 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, Trustees Heiko Folkerts, J. Ted Naughton, and Judith C. Ogden. Also in attendance this evening Village Clerk; Margaret O'Keefe and Patricia Mulderig; Treasurer. Not in attendance this evening, Village Attorney; Anthony B. Tohill.

**1. Mayor – Natale Tartamella:**

- Mayor Tartamella appointed Douglas Dahlgard as Trustee to fulfill the vacancy caused by the resignation of R. L. Swanson. Trustee Heiko Folkerts has been appointed as Deputy Mayor. The village clerk administered the Oath of Office.
- **Minutes of December 19, 2012 7 PM** meeting of the Board of Trustees were presented. It was, upon motion by Trustee Ogden, second by Trustee Folkerts, abstention by Trustee Dahlgard adopted (4-0-1):  
**RESOLUTION #132-12**  
**RESOLVED**, to adopt the minutes of the above meeting as presented.

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

- Report submitted to the Board.
- It was, upon motion by Trustee Ogden, second by Trustee Naughton and unanimously adopted:  
**RESOLUTION #133-12**  
**RESOLVED**, to adopt Abstract #126567 through and including 126572 in the total amount of \$36,349.74.
- It was, upon motion by Trustee Naughton, second by Trustee Ogden and unanimously adopted:  
**RESOLUTION #134-12**  
**RESOLVED**, subsequent to review by the village attorney, Mayor Tartamella is authorized to execute the pretax health insurance contribution documentation provided by EMSBCO.
- It was, upon motion by Trustee Ogden, second by Trustee Folkerts and unanimously adopted:  
**RESOLUTION #135-12**  
**RESOLVED**, to authorize and direct a transfer resolution of \$100,000.00 from TD Money Market Account to Capital One Checking Account.

**3. Mayor Tartamella:**

- Appointment of Election Inspectors. It was, upon motion by Trustee Naughton, second by Trustee Ogden and unanimously adopted:  
**Resolution #136-12**  
**RESOLVED**, extending the residency requirement to include the County of Suffolk, the following individuals are appointed to serve as election inspectors for the March 19, 2013 General Election, namely Kimmarie Varricchio Chief Inspector, Annette Frare, Marguerite McDonagh, and Maureen Wiedersum; Chief Election Officer, Margaret O'Keefe. Work hours are from 11:30 AM until 9:30 PM, compensation to be \$14.00 per hour. Oaths of Office are to be filed with the village clerk; I-9 forms are to be filed with the village treasurer.
- It was, upon motion by Trustee Folkerts, second by Trustee Naughton and unanimously adopted:  
**Resolution #137-12**  
**RESOLVED**, to authorize and direct Mayor Tartamella to execute the annual agreement with Air-Tight Security.
- Submitted to the Board, a copy of the engagement letter from outside auditors: Cullen & Danowski, LLP to audit the financial statements for year-end February 2013. Request to authorize the Mayor to sign the engagement letter. It was, upon motion by Trustee Folkerts, second by Trustee Ogden and unanimously adopted:  
**Resolution #138-12**  
**RESOLVED**, subsequent to review by the village attorney Mayor Tartamella is authorized to

**4. Highway Department- J. Ted Naughton, Commissioner:**

- Hurricane Sandy cleanup continues. FEMA funding for yard waste is ending.
- Bacon Road signs have been stolen.

CLERK'S NOTE: Due to a prior commitment, Trustee Dahlgard was excused at 7:22 PM.

**5. ARB, PB, ECB, ZBA- Gerard Harris, Building Inspector:**

- Due to the holidays, there were no reports.

**6. Police Department- Chief Martin Thompson:**

- Handgun upgrade is complete.
- Unfunded mandate regarding firearms registration.

**7. Other:**

- Discussion ensued regarding draft legislation, village clerk directed to solicit comments from various boards & committees concerning Local Law (Intro.) # 2 of 2012, "A Local Law Regulating Berms" Local Law (Intro.) # 3 of 2012, "A Local Law Limiting Curb Cuts and Driveways" Local Law (Intro.) # 4 of 2012, "A Local Law Enhancing Setbacks for Certain Accessory Structures", Local Law (Intro.) #1 of 2013, "A Local Law Amending Village Code Chapter 59, Historic Preservation".
- Correspondence received from Elizabeth Shepherd, JCC Chair, regarding the demolition permit issued for 547 Moriches Road.
- It was, upon motion by Trustee Ogden, second by Trustee Naughton and unanimously adopted:  
**Resolution #139-12**  
**RESOLVED**, to authorize and direct the village treasurer to provide payment to the Suffolk County Clerk's Office for copies of subdivision maps; payment is not to exceed check not to exceed \$100.00.
- In accordance with the spending moratorium, a requested for annual janitorial services was presented to the board. It was, upon motion by Trustee Folkerts, second by Trustee Ogden and unanimously adopted:  
**Resolution #140-12**  
**RESOLVED**, approval of special janitorial expenses not to exceed \$1000.00.
- It was, upon motion by Trustee Folkerts, second by Trustee Ogden and unanimously adopted:  
**Resolution #141-12**  
**RESOLVED**, to authorize and direct the village clerk to dismiss the sub-broker listed on the New York State Insurance Fund Safety Group policy.
- It was, upon motion by Trustee Ogden, second by Trustee Folkerts and unanimously adopted:  
**Resolution #142-12**  
**WHEREAS**, the Board acknowledges Martin Luther King Day as a village holiday, and  
**WHEREAS**, the board wishes to a finalize the editing of the village newsletter on that day,  
**BE IT RESOLVED**, the village clerk will work normal office hours on the holiday, and be offered equivalent holiday time to be used within the month of January.

There being no other matters to be brought before the Board; it was, upon motion by Trustee Naughton, second by Trustee Ogden and unanimously adopted, to adjourn the meeting at 8:07 PM.

Respectfully Submitted,

*Margaret O'Keefe*

Margaret O'Keefe  
Village Clerk