

**MINUTES OF THE MEETING OF
THE BOARD OF TRUSTEES
Wednesday, June 20, 2012 at 7 PM**

A meeting of the Board of Trustees of the Incorporated Village of Head-of-the-Harbor was held on Wednesday, June 20, 2012 at 7 PM at the Village Hall located at 500 North Country Rd. Those present were the following members Mayor Tartamella, Trustees R.L. Swanson, Judith C. Ogden, Heiko Folkerts and J. Ted Naughton. Also in attendance Village Clerk, Margaret O’Keefe and Village Attorney, Anthony B. Tohill.

1. Mayor – Natale Tartamella:

- **Minutes of May 10, 2012 6 PM** executive meeting of the Board of Trustees were presented. It was, upon motion by Trustee Swanson, second by Trustee Folkerts and unanimously adopted:
RESOLUTION #033-12
RESOLVED, to adopt the minutes of the above referenced meeting as presented.
- It was upon motion by Trustee Naughton, second by Trustee Ogden and unanimously adopted,
RESOLUTION #034-12
WHEREAS, the Board of Trustees has previously adopted the New York State Retention Record “MU-1”, and
WHEREAS, the Trustees acknowledge that transcribed minutes are not produced verbatim,
THEREFORE BE IT RESOLVED, to amend the adopted MU-1 retention period of meeting records from the generally accepted period of 3 months from date of minute adoption to a period of 24 months from the date said meeting was held.
- **Minutes of May 16, 2012 7 PM** Trustees meeting were presented. It was, upon motion by Trustee Swanson, second by Trustee Folkerts, and unanimously adopted:
RESOLUTION #035-12
RESOLVED, to adopt the minutes of the above referenced meeting as presented.

2. Legal – Anthony B. Tohill, Esq.:

- Update on appellate matter 2011-09750, Shepherd, et. al. vs. HOTH, et. al.

3. Financials – Patricia Mulderig, Treasurer:

- Report submitted to the Board.
- Abstract #126520 - Vouchers chosen to be paid from the General Fund in the amount of \$562.20. Discussion ensued. It was, upon motion by Trustee Swanson, second by Trustee Folkerts, and unanimously adopted:
Resolution #036-12
RESOLVED, to adopt Abstract #126520 to be paid from the General Fund in the amount of \$562.20.
- Abstract #126521- Vouchers chosen to be paid from the General Fund in the amount of \$2,885.66. Discussion ensued. It was, upon motion by Trustee Ogden, second by Trustee Swanson, and unanimously adopted:
Resolution #037-12
RESOLVED, to adopt Abstract #126521, to be paid from the General Fund, in the amount of \$2,885.66.
- Abstract #126522- Vouchers chosen to be paid from the General Fund in the amount of \$603.95. It was, upon motion by Trustee Folkerts, second by Trustee Ogden, and unanimously adopted:
Resolution #038-12
RESOLVED, to adopt Abstract #126522, to be paid from the General Fund, in the amount of \$603.95.
- Abstract #126523- Vouchers chosen to be paid from the General Fund in the amount of \$76,175.85. Discussion ensued. It was, upon motion by Trustee Swanson, second by Trustee Naughton, and unanimously adopted:
Resolution #039-12
RESOLVED, to adopt Abstract #126523, to be paid from the General Fund, in the amount of \$76,175.85.

- Abstract #126524- Vouchers chosen to be paid from the General Fund in the amount of \$680.99. Discussion ensued. It was, upon motion by Trustee Ogden, second by Trustee Swanson, and unanimously adopted:

Resolution #040-12

RESOLVED, to adopt Abstract #126524, to be paid from the General Fund, in the amount of \$680.99.

- Abstract #126525- Vouchers chosen to be paid from the General Fund in the amount of \$1,233.02. Discussion ensued. It was, upon motion by Trustee Swanson, second by Trustee Naughton, and unanimously adopted:

Resolution #041-12

RESOLVED, to adopt Abstract #126525, to be paid from the General Fund, in the amount of \$1,233.02.

- Abstract #116- Vouchers chosen to be paid from the Trust & Agency Fund in the amount of \$563.75. Discussion ensued. It was, upon motion by Trustee Folkerts, second by Trustee Ogden, and unanimously adopted:

Resolution #042-12

RESOLVED, to adopt Abstract #116, to be paid from the Trust & Agency Fund, in the amount of \$563.75.

- It was, upon motion by Trustee Naughton, second by Trustee Ogden, and unanimously adopted:

Resolution #043-12

WHEREAS, the Board of Trustees has determined that it would be in the best interest of its employees to adopt a Section 125 Pre Tax care designation,

THEREFORE BE IT RESOLVED, to authorize and direct the village treasurer to move forward with obtaining an agreement with EBS-RMSCO to prepare the appropriate documentation and filing for a fee of \$450.00.

- It was, upon motion by Trustee Naughton, second by Trustee Folkerts, and unanimously adopted:

Resolution #044-12

RESOLVED, the village treasurer is hereby authorized and directed to open a credit card account in the name of Head of The Harbor Highway Dept. at the Gulf Station, 525 Route 25A, Saint James, NY 11780. One card to be under the management of the Highway Superintendent, the other to remain in the village safe.

- It was, upon motion by Trustee Swanson, second by Trustee Folkerts, and unanimously adopted:

Resolution #045-12

RESOLVED, upon confirmation of the successful transference of justice court accounts from TD Bank to Capital One Bank, the village treasurer is authorized and directed to transfer the remain village funds in the sum of \$100.00.00 from TD Bank to Capital One Bank.

- It was, upon motion by Trustee Swanson, second by Trustee Ogden, and unanimously adopted:

Resolution #046-12

RESOLVED, the Board of Trustees has accepted the draft audit report presented by Cullen & Danowski, LLP for the Fiscal Year 2011-2012.

- It was, upon motion by Trustee Swanson, second by Trustee Ogden, and unanimously adopted:

Resolution #047-12

RESOLVED, the village treasurer is hereby authorized and directed to transfer \$103,060.02 from the Fund Balance to Reserve for Highway Repairs.

- The Cell Tower fund allocated to the Reserve for Highway Road Paving could not be transferred due to lack of funds.

- Mill Creek Rd. residents Robert Gladwish & Daniel Kinney spoke of cars parking on Mill Creek & Harbor Roads. As street parking is prohibited in the village, discussion ensued concerning No Parking signs and the location of the Head of the Harbor welcome sign posted further down Harbor Rd.

- Annual Agreement with the Town of Smithtown to provide for the repair and maintenance of village streets.

It was, upon motion by Trustee Folkerts, second by Trustee Naughton and unanimously adopted:

RESOLUTION #048-12

RESOLVED, to authorize Mayor Tartamella to sign the annual agreement in his official capacity.

- Chairman Paul Athineos addressed the Board of Trustees regarding his candidate for the Architectural Review Board. Discussion ensued, specifically relating to § 59-2.
CLERK'S NOTE: Trustee Swanson exited the room at 8:24 PM; returning at 8:27 PM.
No action taken.

4. Police-

- Report submitted to the Board.

5. ARB, ECB, JCC, PB - Building Inspector, Jerry Harris:

- Several applications are undergoing the review process.
- Discussion ensued regarding advisory board's review of building department applications. Conversation involved the specific language of GMU §239X. No action taken.
- It was, upon motion by Trustee Folkerts, second by Trustee Naughton and unanimously adopted:
RESOLUTION #049-12
RESOLVED, to allow for Dan Falasco, Village Engineer's review of application on 547 Moriches Rd.
- It was, upon motion by Trustee Naughton, second by Trustee Ogden and unanimously adopted:
RESOLUTION #050-12
WHEREAS, the Building Inspector, Gerard Harris has issued a Certificate of Compliance in conjunction with the construction of a dock at 2 Arbor Lane,
THEREFORE BE IT RESOLVED, the village treasurer is hereby authorized and directed to release the balance of the Trust & Agency Funds held in Mr. Buzzetta's name, to wit \$533.78., to him.
- It was, upon motion by Trustee Naughton, second by Trustee Ogden and unanimously adopted:
RESOLUTION #051-12
RESOLVED, the village treasurer is hereby authorized and directed to remit payment to Richard Warren, Interscience in the amount of \$255.00, chargeable to TA 0988 Kopf.

6. Highway Department- J. Ted Naughton, Commissioner:

- No Parking Signs being installed.
- Roads signs being painted and cleaned.
- Tree removal being addressed.

7. Other Matters:

- Discussion ensued regarding the Historic Preservation Project. Geoffrey Fleming, Village Historian will be moving forward to produce a map that is an expression of local history.
- It was, upon motion by Trustee Swanson, second by Trustee Ogden, and unanimously adopted, to move to executive session to discuss personnel. No action taken. It was, upon motion by Trustee Folkerts, second by Trustee Naughton, and unanimously adopted, to move back to public session.

There being no other matters to be brought before the Board; it was, upon motion by Trustee Swanson, second by Trustee Naughton and unanimously adopted, to adjourn the meeting at 10:43 PM.

Respectfully Submitted,
Margaret O'Keefe
Village Clerk