

**MINUTES OF THE MEETING OF  
THE BOARD OF TRUSTEES  
Wednesday, March 21, 2012 at 7 PM**

A meeting of the Board of Trustees of the Incorporated Village of Head-of-the-Harbor was held on Wednesday, March 21, 2012 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 Tartamella, Deputy Mayor R.L. Swanson and Trustees J. Ted Naughton, Heiko Folkerts and Judith C. Ogden.

**1. Mayor – Natale Tartamella:**

- Called the regularly scheduled meeting to order.
- Pledge of Allegiance.

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

- St. James Fire Department Annual Run will be held on Saturday, April 21, 2012.
- Officer Bruce Marx apprehended a burglar in the Pond Woods area.
- **Minutes of February 15, 2012 at 7 PM** Trustees meeting were presented. One typographical error noted; page 3, second bullet “approval” should read “approved”, said minutes will be amended. It was, upon motion by Trustee Swanson, second by Trustee Naughton, abstention by Trustee Folkerts and adopted (3-0-1):  
**RESOLUTION #178-11**  
**RESOLVED**, to adopt the minutes as amended.

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

- Report submitted to the Board.
- Abstract #126504 - Vouchers chosen to be paid from the General Fund in the amount of \$15,667.00. Discussion ensued. It was, upon motion by Trustee Folkerts, second by Trustee Naughton, and unanimously adopted:  
**RESOLUTION #179-11**  
**RESOLVED**, to adopt Abstract #126504 to be paid from the General Fund in the amount of \$15,667.00.
- Abstract #126505- Vouchers chosen to be paid from the General Fund in the amount of \$457.36. Discussion ensued. It was, upon motion by Trustee Naughton, second by Trustee Folkerts, and unanimously adopted:  
**RESOLUTION #180-11**  
**RESOLVED**, to adopt Abstract #126505, to be paid from the General Fund in the amount of \$457.36.
- Abstract #126506- Vouchers chosen to be paid from the General Fund in the amount of \$10,427.73. It was, upon motion by Trustee Swanson, second by Trustee Naughton, and unanimously adopted:  
**RESOLUTION #181-11**  
**RESOLVED**, to adopt Abstract #126506, to be paid from the General Fund in the amount of \$10,427.73.
- Abstract #126507- Vouchers chosen to be paid from the General Fund in the amount of \$8,963.48. It was, upon motion by Trustee Naughton, second by Trustee Ogden, and unanimously adopted:  
**RESOLUTION #182 -11**  
**RESOLVED**, to adopt Abstract #126507 to be paid from the General Fund in the amount of \$8,963.48.

- Adjustments to tax assessments received from the Town of Smithtown subsequent to the acceptance of the tax rolls. The amount presented totaled \$1,192.97.00, itemized list below. Discussion ensued. It was, upon motion by Trustee Swanson, second by Trustee Ogden and unanimously adopted:

**RESOLUTION #183-11**

**RESOLVED**, to authorize and direct the Village Treasurer to refunds the taxes as per the successful grievances as follows:

PROPERTY ID	SECTION	BLOCK	LOT	HOMEOWNER	ADDRESS	ASSESSOR'S DATE	CURRENT ASSESSMENT	CORRECTED ASSESSMENT	DIFFERENCE	2012/2013 ADJUSTMENT	
1	10700	2	2	13.00	JOSEPHINE SHINN	14 ARMAND CT ST JAMES	24-Jan-12	9,000	8,305	(695)	(124.96)
2	23100	5	1	2.00	MICHAEL & ANN MARIE RECINE	10 BRIARWOOD CT ST.JAMES	24-Jan-12	11,500	11,070	(430)	(77.31)
3	25600	5	1	23.10	MARK & JANICE RATJEN	3 FARMERS LANE, ST JAMES	24-Jan-12	15,635	14,760	(875)	(157.33)
4	24000	5	1	13.10	SCOTT & LAORRAINE SCHWARTZ	23 HITHERBROOK RD ST JAMES	2-Feb-12	21,830	20,875	(955)	(171.71)
5	31100	6	1	4.00	HARLOW & RITA DUNTON	7 CARMAN LANE, ST JAMES	23-Jan-12	14,830	13,530	(1,300)	(233.74)
6	54200	8	2	8.00	ROXANNE CARFORA	8 BUCKINGHAM CT. ST JAMES	23-Jan-12	12,826	12,300	(526)	(94.57)
7	2100	1	1	22.00	GEORGE PHILLIPS	4 EMMET DR, STONY BROOK	10-Feb-12	15,340	14,637	(703)	(126.40)
8	47700	7	4	4.14	MARK & CARMELLA MONTESANO	15 DEEPWELLS LA, ST JAMES	10-Feb-12	10,561	10,148	(413)	(74.26)
	9100	2	2	1.30	VINCENT PIZZULLI JR.	76 HARBOR RD, ST JAMES	22-Feb-12	12,793	12,055	(738.00)	(132.69)
					TOTAL				(6,635.00)	(1,192.97)	

- Discussion tabled until April regarding stale dated cheques.
- It was, upon motion by Trustee Swanson, second by Trustee Naughton, and unanimously adopted:  
**RESOLUTION # 184-11**  
**RESOLVED**, the services of JeanMarie DePietro, court clerk/typist are terminated effective March 31, 2012, the village treasurer is hereby authorized and directed to issue a payroll cheque for service render through the end of her appointment date in the amount \$ 416.32.
- It was, upon motion by Trustee Naughton, second by Trustee Ogden, and unanimously adopted:  
**RESOLUTION # 185-11**
- **RESOLVED**, Village Treasurer, Patricia Mulderig, is hereby authorized and directed, in accordance with Board of Trustees resolution #172-11, to increase hourly payroll rates to \$28.14/hr. for police officers and to \$33.78/hr. for police officers with administrative duties.
- It was, upon motion by Trustee Swanson, second by Trustee Folkerts, and unanimously adopted:  
**RESOLUTION # 186-11**
- **RESOLVED**, a motion accepting the funds awarded to the village clerk, Margaret O'Keefe to attend the Cornell University Master Municipal Clerk's Program-  
**WHEREAS**, the Municipal Clerk's Education fund has awarded Ms. O'Keefe \$100.00 upon successful course completion, and  
**WHEREAS**, the Long Island Village Clerk's and Treasurer's Association has awarded Ms. O'Keefe \$300.00 to attend the Master Municipal Clerk's Program to be held July 8-12, 2012 at Cornell University, Ithaca NY,  
**BE IT RESOLVED**, the Board of Trustees encourages such educational programs for its employees and has allowed for education expense for the balance due in its 2012/2013 budget , authorizes the acceptance of said scholarships and the Clerk's enrollment in said program.

**4. ARB & PB- Gerard Harris, Building Inspector:**

- Several applications received Architectural Review Board approval.
- 2 matters pending before the Planning Board.

**5. Highway Department – J. Ted Naughton:**

- Discussion regarding tree maintenance.
- Trustee Ogden to move forward investigating potential DEC grants.
- Resident Mr. Robert Fiore spoke about drainage issues on Fifty Acre Rd.
- It was, upon motion by Trustee Naughton, second by Trustee Folkerts and unanimously adopted to move to executive session to discuss personnel issues. No action taken. It was upon motion by Trustee Naughton, second by Trustee Folkerts and unanimously adopted to return to public session.

- It was, upon motion by Trustee Swanson, second by Trustee Naughton, and unanimously adopted:  
**RESOLUTION #187-11**  
**WHEREAS**, the Board of Trustees has learned that there is a vacancy as of March 2012, in the office of the court clerk, and  
**WHEREAS**, the Board has received the approval of Justice Ellen D. Fishkin to engage the services of Christine Wood, and  
**WHEREAS**, the Board is familiar with the high level of skill and dedication of Christine Wood,  
**NOW THEREFORE**, the Board hereby engages Christine Wood as a part-time court clerk on an at will basis as of March 19, 2012 for a salary of \$325.00 per week, with the understanding that the average number of hours to be committed by Ms. Wood plus (+) or minus (-) 12 per week, in no event to exceed 15 hours per week, and  
**FURTHER**, with the proviso that the village clerk shall restore this resolution and the consideration of this engagement of Ms. Wood for the Boards further deliberation during the August 2012 meeting of the Board of Trustees.
- It was, upon motion by Trustee Swanson, second by Trustee Naughton, and unanimously adopted:  
**RESOLUTION #188-11**  
**RESOLVED**, as the services of Andrew Rushton, were terminated effective February 29, 2012, the village treasurer is hereby authorized and directed to compensate Mr. Rushton for 2 hours of unused vacation time.

There being no other matters to be brought before the Board; it was, upon motion by Trustee Naughton, second by Trustee Folkerts and unanimously adopted, to adjourn the meeting at 9:18 PM.

Respectfully Submitted,

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Margaret O'Keefe  
Village Clerk