

**MINUTES OF THE MEETING OF
THE BOARD OF TRUSTEES
Wednesday, May 15, 2013 at 7 PM**

A meeting of the Board of Trustees of the Incorporated Village of Head-of-the-Harbor was held on Wednesday, May 15, 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 H. Folkerts, Judith C. Ogden, Douglas A. Dahlgard, and Daniel W. White. Also in attendance Village Clerk Margaret O'Keefe, Village Treasurer Patricia Mulderig, and Village Attorney Anthony B. Tohill.

1. Mayor – Natale J. Tartamella:

- **Minutes of April 17, 2013 7 PM** meeting of the Board of Trustees were presented. It was, upon motion by Trustee Dahlgard, second by Trustee Folkerts, and unanimously adopted:
RESOLUTION #022-13
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 Dahlgard and unanimously adopted:
RESOLUTION #023-13
RESOLVED, to adopt Abstracts #126593 through and including 126598 in the total amount of \$26,642.35 to be paid from the General Fund.
- It was, upon motion by Trustee Folkerts, second by Trustee Ogden and unanimously adopted:
RESOLUTION #024-13
RESOLVED, to adopt Abstract #123 in the total amount of \$1,040.00 to be paid from the Trust & Agency Fund.
- Adjustments to tax assessments received from the Town of Smithtown subsequent to the acceptance of the tax rolls. The amount presented totaled \$497.92, itemized list below. It was, upon motion by Trustee Ogden, second by Trustee Dahlgard and unanimously adopted:
RESOLUTION #025-13
RESOLVED, to authorize and direct the Village Treasurer to refund the taxes as per the successful grievances as follows:

PROPERTY				ASSESSOR'S	CURRENT	CORRECTED		2013/2014
ID	SECTION	BLOCK	LOT	DATE	ASSESSMENT	ASSESSMENT	DIFFERENCE	ADJUSTMENT
29500	5	2	34.13	HOMEOWNER MOUNTASER KHALIFA	26-Mar-13 10450	9920	(530)	(113.26)
22800	4	2	33	MARK ZUCKERMAN & GRAZIELLA COREN	19-Feb-13 12950	11330	(1,620)	(346.19)
4100	1	2	18	BROWN	1-Mar-13 12980	12800	(180)	(38.47)
				TOTAL		ASSESSMENT ADJUSTMENT 5-15-13		(\$497.92)

- Upon the review and advice of Trustees Ogden and Dahlgard, the village will continue to maintain banking relationships with TD Bank and Capital One Bank.
- Annual Agreement with the Town of Smithtown to provide for the repair and maintenance of village streets. It was, upon motion by Trustee White, second by Trustee Folkerts and unanimously adopted:
RESOLUTION #026-13
RESOLVED, to authorize Mayor Tartamella to sign the annual agreement in his official capacity.
- Annual Agreement for the removal of solid waste by Progressive Waste Solutions (previously known as Winter Brothers).
It was, upon motion by Trustee Ogden, second by Trustee Dahlgard and unanimously adopted:
RESOLUTION #027-13
RESOLVED, to authorize Mayor Tartamella to sign the annual agreement in his official capacity.

RESOLUTION #028-13

WHEREAS, on August 18, 2010 the Inc Village of Head of the Harbor authorized Mayor Natale J. Tartamella to enter into a twelve month contract with D. F. STONE INDUSTRIES to furnish and install various drainage structures and pipes, including but not limited to, catch basins, leaching basins, plastic pipes, and

WHEREAS, pursuant to the existing contract, the Village may exercise its option to extend its existing contract for an additional two years with D. F. STONE INDUSTRIES at the same prices bid; and

WHEREAS, the Village Engineer, Daniel Falasco has recommended said two year extension of the contract with D. F. STONE INDUSTRIES at the same prices bid per the attached schedule of pricing;

NOW, THEREFORE, BE IT RESOLVED, by the Board of Trustees of the Inc. Village of Head of the Harbor, in the County of Suffolk, State of New York, that it authorizes Mayor Tartamella to sign the extend contract with D. F. STONE INDUSTRIES effective immediately for a date to expire August 18, 2013.

- It was, upon motion by Trustee White, second by Trustee Dahlgard and unanimously adopted:

RESOLUTION #029-13

WHEREAS, the Inc Village of Head of the Harbor wishes to establish a road paving program, and

WHEREAS, on April 17, 2013 the village contract the services of Daniel Falasco as the Village Engineer for a term of 1 year,

NOW, THEREFORE, BE IT RESOLVED, by the Board of Trustees of the Inc. Village of Head of the Harbor, in the County of Suffolk, State of New York, that it authorizes Daniel Falasco to prepare and solicit bids for road paving within the village of Head of the Harbor.

- It was, upon motion by Trustee White, second by Trustee Dahlgard and unanimously adopted:

RESOLUTION #030-13

WHEREAS, the Inc Village of Head of the Harbor has previously determined a need to contract for snow removal and sanding services during certain weather conditions, and

WHEREAS, on April 17, 2013 the village contract the services of Daniel Falasco as the Village Engineer for a term of 1 year,

NOW, THEREFORE, BE IT RESOLVED, by the Board of Trustees of the Inc. Village of Head of the Harbor, in the County of Suffolk, State of New York, that it authorizes Daniel Falasco to prepare and solicit bids for emergency snow removal and sanding within the village of Head of the Harbor during certain weather conditions on the primary roads of Harbor, Fifty Acre, Moriches, and Edgewood.

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

RESOLUTION #031-13

WHEREAS, the residents benefit greatly from the highway department services provided by the village of Head of the Harbor, and

WHEREAS, a need has been identified to examine the costs if certain services were to be outsourced, and

WHEREAS, on March 20, 2013 the Board of Trustees of the village of Head of the Harbor discussed an ad hoc committee to perform an economic analysis of the highway department functions, and

WHEREAS, this ad hoc committee will have no authority to act or contract on behalf of the village, and

WHEREAS, volunteers have come forth who have the knowledge and skills to assist in this endeavor,

THEREFORE, an ad hoc committee will be formed of the following volunteers - Highway Commissioner, J. Ted Naughton, past Trustee R. L. Swanson, Troy Rosasco, Esq., John Baldi, CPA and Harlan J. Fischer, CFP.

BE IT RESOLVED, to appoint Harlan J. Fischer as Chairman,

BE IT FURTHER RESOLVED, the ad hoc committee will report its progress and recommendations to the Board of Trustees monthly and will be further known as the Highway Department and Roads Committee.

RESOLUTION #032-13

WHEREAS, the Board of Trustees of the village of Head of the Harbor has identified a need to prepare for the recent change in weather patterns, and

WHEREAS, the Board of Trustees has previously discussed developing an ad hoc committee to address these concerns, and

WHEREAS, this ad hoc committee will have no authority to act or contract on behalf of the village,

THEREFORE, to assist with emergency preparedness an ad hoc committee will be formed of the following volunteers - Trustee Douglas Dahlgard, Daniel White, and Alexandra Leighton, and

BE IT RESOLVED, to appoint Douglas Dahlgard as Chairman,

BE IT FURTHER RESOLVED, the ad hoc committee will report its progress and recommendations at the regularly scheduled Board of Trustees meetings.

- Discussion ensued regarding hardwired generators and portable generators. The matter was tabled. No action taken.

- It was, upon motion by Trustee White, second by Trustee Dahlgard and unanimously adopted:

RESOLUTION #033-13

RESOLVED, to direct the village clerk to post and publish a work session for Wednesday, May 29, 2013 at 7:00 PM.

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

RESOLUTION #034-13

WHEREAS, the village's auditors, Cullen and Danowski, LLP, have requested that the Board adopt policies on Expense Reimbursements and Capital Assets, and

WHEREAS, pursuant to said request the village Attorney has proposed each of said policies in form annexed,

NOW, THEREFORE,

The annexed policy on Expense Reimbursements is approved, and

The annexed policy on Capital Assets is approved, and each said policy shall be included by the Village Clerk in the village's Policy Manual, and

BE IT FURTHER RESOLVED,

The Village Clerk is directed to provide a copy of each policy to the Village Treasurer.

3. Building Department- Gerard Harris, Building Inspector:

- Architectural Review board reviewed 2 applications.
- Environmental Conservation Board reviewed 2 applications.
- Joint Coastal Commission reviewed 2 applications.

4. Planning Board-Harlan J. Fischer:

- Site plan approval for Deiter Kopf.

5. Joint Coastal Commission- Elizabeth Shepherd, Chair:

- JCC is in contact with the DOS regarding the Long Island Sound policy.
- The State would need to enable the Board of Trustees to allow for alternate Joint Coastal Commission members.

6. Roads Committee- Harlan J. Fischer:

- The Highway Department and Roads Committee will meet on June 17, 2013.

7. Police Departments-Margaret O'Keefe, Village Clerk:

- Police Officer Bruce Marx will retire on May 22, 2013. It was, upon motion by Trustee Dahlgard, second by Trustee Ogden, and unanimously adopted:

Resolution #035-13

RESOLVED, Officer Bruce Marx is hereby reappointed as part-time police officer effective May 24, 2013.

- Discussion regarding village historian and website services were both tabled.

9. Other Matters:

- Presentation by residents of Wicks Lane regarding beautification efforts on Wicks ROW.
- It was, upon motion by Trustee Dahlgard, second by Trustee Ogden, and unanimously adopted: **RESOLUTION #036-13**
RESOLVED, to approve of the invoices submitted by Daniel Falasco village engineer as follows, invoice dated April 30, 2013, TA0990 and TA 0988 in the amounts of \$268.75 and \$215.00 respectively, and invoice dated April 30, 2013 for the Gate Rd. drainage project in the amount of \$268.75.
- Discussion regarding activity on Emmet Drive. Village Attorney, Anthony B. Tohill to provide examples of local laws regulating home occupations/professional offices.
- Resident Mr. Utevsy inquired about Open Meeting Law.
- It was, upon motion by Trustee Folkerts, second by Trustee Dahlgard, and unanimously adopted, to move to executive session to discuss personnel. No action taken. It was, upon motion by Trustee Folkerts, second by Trustee Dahlgard, 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 White, second by Trustee Ogden and unanimously adopted, to adjourn the meeting at 10:01 PM.

Respectfully Submitted,

Margaret O'Keefe, Village Clerk