

**MINUTES OF THE MEETING OF
THE BOARD OF TRUSTEES
Wednesday, March 29, 2023**

A work session of the Board of Trustees of the Incorporated Village of Head-of-the-Harbor was held on Wednesday, March 29, 2023 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 and Trustees Judith C. Ogden, L. Gordon Van Vechten and Jeffrey D. Fischer. Not in attendance this evening Police Chief, Charles M. Lohmann; Village Attorney, Anthony S. Guardino; Co-Counsel, Philip Butler and Building Inspector, Robert O’Shea. Also in attendance Village Administrator/Clerk, Margaret O’Keefe and Village Treasurer, Patricia Mulderig. Members of the public were requested to sign-in.

1. Financials – Patricia Mulderig, Treasurer:

- It was, upon motion by Trustee Van Vechten, second by Trustee Fischer, and unanimously adopted:
RESOLUTION #200-22
RESOLVED, to adopt Abstracts #127754 through and including #127773 in the total amount of \$80,088.11 be paid from the General Fund.
- It was, upon motion by Trustee Fischer, second by Trustee Van Vechten, and unanimously adopted:
RESOLUTION #201-22
RESOLVED, to adopt Abstract TA #209 in the total amount of \$4,135.00 to be paid from the Trust & Agency Fund.
- It was, upon motion by Trustee Van Vechten, second by Trustee Fischer, and unanimously adopted:
RESOLUTION #202-22
Adjustments to tax assessments received from the Town of Smithtown subsequent to the acceptance of the tax rolls.
RESOLVED, to authorize and direct the village treasurer to refund the taxes as per the successful grievances in the amount of \$1,907.01 as noted:

PROPERTY ID	SECTION	BLOCK	LOT	HOMEOWNER	Address	ASSESSOR LETTER	ASSESSOR'S DATE	CURRENT ASSESSMENT	CORRECTED ASSESSMENT	DIFFERENCE	2023/2024 ADJUSTMENT
## 2100	1	1	22	George Philips	4 Emmet Drive SB	23-Jan-23	27-Oct-22	12445	11648	(797)	167.37
## 12900	3	1	15	Stephen & Taliana Casella	10 Valleywood Ct w SJ	23-Jan-23	27-Oct-22	12540	11200	(1,340)	281.40
## 29600	5	1	7	Brian Sellitz & Olga Navia	30 Hitherbrook Rd SJ	23-Jan-23	27-Oct-22	9512	9184	(328)	66.88
## 24201	5	1	15.1	Kenneth Bova	2 Muffins Meadow Rd SJ	23-Jan-23	27-Oct-22	17497	16240	(1,257)	263.87
## 32500	6	1	13.1	Richard & Sharon Kern	22 Carman Lane SJ	23-Jan-23	28-Nov-22	15100	12690	(2,220)	468.20
## 19100	4	1	17	Joseph & Emily Rennert	5 Hilltop Court SJ	23-Jan-23	12-Jan-23	9570	8960	(610)	128.10
## 21200	4	2	17	Oleg Petrovsky	26 Pineak Lane, SJ	23-Jan-23	12-Jan-23	11070	10080	(990)	207.90
## 31100	6	1	4	Donald & Celina Murphy	7 Carman Lane SJ	23-Jan-23	12-Jan-23	11753	10978	(777)	163.17
## 47100	7	4	4.8	Seth & Lisa Klein	3 Deepwells Lane SJ	23-Jan-23	12-Jan-23	11850	11089	(762)	160.02
ASSESSMENT ADJUSTMENTS - FEBRUARY 15, 2023										(9,081)	1,907.01

- It was, upon motion by Trustee Fischer, second by Trustee Van Vechten, and unanimously adopted:
RESOLUTION #203-22
RESOLVED, the Village Treasurer is authorized and directed to make modifications to the 2023/2024 budget in the amount totaling \$1,043,119.52 for a net change of zero, as noted:

		BUDGET F/Y/E	BUDGET ADJUSTMENT	MODIFIED BUDGET
		2/29/2024	2/28/2023	2/28/2023
A1110.1	PERSONAL SERVICE - COURT	29,746.40	(42.43)	29,703.97
A1325.1	PERSONAL SERVICE - TREASURER	66,337.20	(251.91)	66,085.29
A1410.1	PERSONAL SERVICE - CLERK	92,851.35	(363.72)	92,487.63
A3120.1	PERSONAL SERVICE - POLICE	521,879.59	(1,597.70)	520,280.88
A3620.1	PERSONAL SERVICE - BLDG INSPECTOR	42,187.74	(160.72)	42,027.02
A5110.1	PERSONAL SERVICE - STREET MAINT	205,217.79	(694.62)	204,523.17
A5142.41	SNOW REMOVAL - LABOR	6,000.00	0.00	6,000.00
A5142.411	HIGHWAY SNOW DOUBLETIME	6,000.00	0.00	6,000.00
A8010.1	PERSONAL SVC -ZONING BOARD	6,553.81	(24.97)	6,528.84
A8020.10	PERSONAL SVC - PLANNING	6,553.81	(24.97)	6,528.84
A8030.1	PERSONAL SVC - ARB	2,483.99	(9.46)	2,474.53
		0.00	0.00	0.00
A1990.0	CONTINGENT ACCOUNT	57,308.85	3,160.50	60,469.35
		0.00	0.00	0.00
		<u>1,043,119.52</u>	<u>0.00</u>	<u>1,043,119.52</u>

- It was, upon motion by Trustee Fischer, second by Trustee Van Vechten, and unanimously adopted:
RESOLUTION #204-22
RESOLVED, to authorize Mayor Dahlgard to execute the agreement with N. Harris Computer Corporation, 2429 Military Rd., Suite 300, Niagara Falls, NY 14304 for Spectrum licensed software and service as itemized in quote WAW-HOTH-01092023.

- It was, upon motion by Trustee Van Vechten, second by Fischer, and unanimously adopted:

RESOLUTION #205-22

RESOLVED, the Village Treasurer is authorized and directed to make modifications to the 2022/2023 budget in the amount totaling \$679,494.31 for a net change of zero, as noted:

VILLAGE OF HEAD OF THE HARBOR
2022/2023 BUDGET MODIFICATIONS
3/29/2023

	BUDGET F/Y/E	BUDGET ADJUSTMENT	MODIFIED BUDGET
	2/28/2023	2/28/2023	2/28/2023
A1560.1	CELL TOWER REVENUE	(130,000.00)	(132,775.44)
A2401	INTEREST & EARNINGS	(2,700.00)	(7,400.00)
A1110.1	JUSTICE COURT - PERSONAL SVCS	27,604.00	750.00
A1110.8	JUSTICE COURT - BENEFITS	2,103.75	50.00
A1420.41	LAW - GENERAL	45,000.00	1,800.00
A1620.2	VILLAGE HALL - UTILITIES	28,000.00	500.00
A1910.4	UNALLOCATED INSURANCE	88,500.00	3,400.00
A1950.4	TAXES & ASSESSMENTS ON MUNI PROPERTY	30.00	330.00
A3120.1	POLICE PERSONAL SERVICES	491,673.92	2,400.08
A3120.8	POLICE BENEFITS	37,734.08	270.92
A5110.2	STREET MAINTENANCE VEHICLES	0.00	51,192.00
A5110.21	STREET MAINTENANCE TRUCK REPAIRS	11,000.00	1,000.00
A5110.25	DRAINAGE TRUCKING & DISPOSAL	13,000.00	1,100.00
A5142.41	SNOW REMOVAL LABOR	6,000.00	(6,000.00)
A5142.411	HIGHWAY SNOW DOUBLETIME	6,000.00	(4,000.00)
A5142.42	SNOW REMOVAL MATERIALS	27,000.00	(25,000.00)
A5142.43	STORM EMERGENCY EXPENSES	15,000.00	(15,000.00)
A5142.44	SNOW REMOVAL - CONTRACT SERVICES	10,000.00	(10,000.00)
A5182.4	STREET HYDRANTS	0.00	4,050.00
A8010.2	ZONING OFFICE SUPPLIES	900.00	300.00
A8030.1	ARB CLERK PERSONAL SERVICES	2,460.34	306.66
A8030.8	ARB CLERK BEEFITS	188.22	25.78
A1990.0	CONTINGENT ACCOUNT	0.00	0.00
		0.00	0.00
	<u>679,494.31</u>	<u>(0.00)</u>	<u>679,494.31</u>

- It was, upon motion by Deputy Mayor White, second by Trustee Van Vechten, and unanimously adopted:

RESOLUTION #206-22

WHEREAS, the village has identified the need for a new vehicle for the Police Department, and
WHEREAS, a 2023 Ford Interceptor, under State contract PC68978, is available through DeLacy Ford, 3061 Transit Road, PO Box 347, Elma, NY and
WHEREAS, the item has been budgeted for in the village’s 2023/2024 budget,
BE IT RESOLVED, Chief Charles M. Lohmann is hereby authorized to contract with DeLacy Ford for a 2023 Ford Interceptor VIN #1FM5K8AC5A18403, and
BE IT FURTHER RESOLVED, the village treasurer is authorized and directed to release payment to DeLacy Ford for \$50,792.00, as payment in full, upon the village taking delivery of said vehicle.

- Review or proposal submitted by A+ Technology and Security Solutions. Discussion ensued. The matter was tabled. No action taken.
- The fund provided by the 2022/2023 Shared Service LGRMIF Grant have been exhausted. Approximately 50% of the building department’s records have been digitized; the remaining documents may be scanned if further funds are released. No further action taken.
- The hearing for the Monastery of the Glorious Ascension has not yet been rescheduled. No action taken.
- Discussion regarding the Village Historian’s files, currently housed in the basement at Village Hall. No action taken.

Mayor – Douglas A. Dahlgard:

There being no other matters to be brought before the Board; it was, upon motion by Deputy Mayor White, second by Trustee Fischer and unanimously adopted, to adjourn the meeting at 7:27 PM.

Respectfully Submitted,

Margaret O’Keefe
Village Administrator/Clerk