

**MINUTES OF THE MEETING OF  
THE BOARD OF TRUSTEES  
Wednesday, July 19, 2023**

A meeting of the Board of Trustees of the Incorporated Village of Head-of-the-Harbor was held on Wednesday, July 19, 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, Trustees Judith C. Ogden, L. Gordon Van Vechten and Trustee Jeffrey D. Fischer. Also, in attendance Village Administrator/Clerk, Margaret O’Keefe; Co-Counsel, Philip Butler; Police Chief, Charles M. Lohmann; Building Inspector, Robert O’Shea and Village Treasurer, Patricia Mulderig. Not in attendance Village Attorney, Anthony S. Guardino. Members of the public were requested to sign-in.

Pledge of Allegiance

• **Mayor – Douglas A. Dahlgard:**

- It was, upon motion by Trustee Fischer, second by Deputy Mayor White, and unanimously adopted: **RESOLUTION #056-23**  
**RESOLVED**, the public hearing for the Monastery of the Glorious Ascension Special Use Permit is adjourned to Wednesday, August 16, 2023 at 7 PM, Village Hall, 500 North Country Rd., St. James, New York, and  
**BE IF FURTHER RESOLVED**, to extend the deadline for written submissions to the Board of Trustees until August 16, 2023.
  
- It was, upon motion by Deputy Mayor White, second by Trustee Van Vechten, abstention by Trustee Fischer and adopted (4-0-1):  
**RESOLUTION #057-23**  
Minutes of June 21, 2023, 7 PM meeting of the Board of Trustees were presented.  
**RESOLVED**, to adopt the minutes of the above meeting as presented.
  
- It was, upon motion by Deputy Mayor White, second by Trustee Ogden, and unanimously adopted:  
**RESOLUTION #058-23**  
**RESOLVED**, that the VILLAGE OF HEAD-OF-THE-HARBOR applied for financial assistance from the New York State Department of Environmental Conservation (“DEC”) under the Water Quality Improvement Project (WQIP) program for the purpose of funding the CULVERT REPAIR AND REPLACEMENT;  
  
**RESOLVED**, that the VILLAGE OF HEAD-OF-THE-HARBOR is authorized and directed to accept these grant funds in an amount not to exceed \$895,200 for the project described in the grant application;  
  
**RESOLVED**, that the VILLAGE OF HEAD-OF-THE-HARBOR is authorized and directed to agree to the terms and conditions of the Master Contract with DEC for such CULVERT REPAIR AND REPLACEMENT;  
  
**RESOLVED**, that the VILLAGE OF HEAD-OF-THE-HARBOR is authorized and directed to agree to the terms and conditions of any required deed of easement granted to DEC that affects title to real property owned by the municipality and improved by the grant funds, which may be a duly recorded public access covenant, conservation easement, and/or preservation covenant; and  
  
**RESOLVED**, that the governing body of the municipality delegates signing authority to execute the Master Contract and any amendments thereto, any required deed of easement, and any other certifications to the individual(s) who hold(s) the following elected or appointed municipal office(s) or employment position title(s):  
DOUGLAS DAHLGARD, MAYOR.

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

- It was, upon motion by Trustee Fischer, second by Trustee Van Vechten, and unanimously adopted:  
**RESOLUTION #059-23**  
**RESOLVED**, to adopt Abstracts #127806 through and including #127815 in the total amount of \$39,248.46 to be paid from the General Fund.
- It was, upon motion by Trustee Van Vechten, second by Trustee Fischer, and unanimously adopted:  
**RESOLUTION #060-23**  
**RESOLVED**, to adopt Abstract #TA 213 in the total amount of \$2,792.50 to be paid from the Trust & Agency Fund.
- It was, upon motion by Mayor Douglas Dahlgard, second by Trustee Fischer, and unanimously adopted:  
**RESOLUTION #061-23**  
**RESOLVED**, the village clerk is hereby authorized and directed to post and publish a public hearing for Local Law (Intro.) NO. 1 of 2023, “A LOCAL LAW AMENDING VILLAGE CODE §88”. Said hearing is to be held on Wednesday, August 2, 2023 at 7 PM, time then in effect, at Village Hall, 500 North Country Rd., St. James, New York 11780.
- It was, upon motion by Trustee Fischer, second by Trustee Van Vechten, and unanimously adopted:  
**RESOLUTION #062-23**  
**RESOLVED**, the Village Treasurer is authorized and directed to make modifications to the 2023/2024 budget in the amount totaling \$34,249.35 for a net change of zero, as noted:

		BUDGET F/Y/E	BUDGET ADJUSTMENT	MODIFIED BUDGET
		2/28/2023		2/28/2023
A8010.2	ZONING BOARD OFFICE SUPPLIES	500.00	100.00	600.00
A8010.4	ZONING BOARD	500.00	(100.00)	400.00
A8050.0	GRANT WRITER	9,600.00	2,400.00	12,000.00
A1990.0	CONTINGENCY	23,649.35	(2,400.00)	21,249.35
		<u>0.00</u>	<u>0.00</u>	<u>0.00</u>
		<u>34,249.35</u>	<u>0.00</u>	<u>34,249.35</u>

**3. Highway Department – Deputy Mayor Daniel W. White, Highway Commissioner:**

- The village fared well in severe rainstorm of Sunday, July 16, 2023. Village Engineer and the Director of Highway Operations received drainage systems.
- Mr. Anderson commented on the Town of Smithtown repaved only ½ of their section of Thompson Hill Rd.

**4. Building Department/Planning Board – Bob O’Shea:**

- It was, upon motion by Trustee Van Vechten, second by Trustee Fischer, and unanimously adopted:  
**RESOLUTION #063-23**  
**WHEREAS**, in accordance with Village policy, Ashley Homes of LI Inc., P.O. Box 507 Port Jefferson Station, NY 11776, deposited Trust & Agency Funds with the village for Planning Board site plan review of a new dwelling on Oak Ridge Rd., Stony Brook, NY, and  
**WHEREAS**, the matter has been finalized with the issuance of C/O #1406, and all consultant invoices have been satisfied,  
**BE IT RESOLVED**, to authorize and direct the Village Treasurer the balance in the amount of \$1,647.50 in accordance with her report dated July 17, 2023.

- Correspondence received regarding pending insurance renewal.
- Correspondence received regarding tree removal without a permit.

**5. Police Department – Charles M. Lohmann, Chief:**

- New police vehicle is expected to arrive this week.
- The Board of Trustees reaffirmed the resolution to place the 2016 Ford Explorer for sale with Auctions International.

**Public Comment**

- Michael Utevsy inquiry regarding review of private property. Counsel opined that the request be made during the public hearing or in writing to the applicant.
- Lisa Davidson had questions regarding the potential WQIP grant.

It was, upon motion by Trustee Fischer, second by Trustee Ogden and unanimously adopted, to move to executive session to discuss personnel. No action taken. It was, upon motion by Deputy Mayor White, second by Trustee Fischer 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 Mayor Dahlgard, second by Trustee Fischer and unanimously adopted, to adjourn the meeting at 8:17 PM.

Respectfully Submitted,

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Margaret O'Keefe  
Village Administrator/Clerk