

**MINUTES OF THE MEETING OF  
THE BOARD OF TRUSTEES  
Wednesday, September 20, 2023**

A meeting of the Board of Trustees of the Incorporated Village of Head-of-the-Harbor was held on Wednesday, September 20, 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; Village Attorney, Anthony S. Guardino; Building Inspector, Robert O’Shea; Director of Highway Operations, Frank Prinzevalli and Village Treasurer, Patricia Mulderig. Not in attendance Co-Counsel, Philip Butler and Police Chief, Charles M. Lohmann. Members of the public were requested to sign-in.

The public hearing of the Special User Permit Request for the Monastery of the Glorious Ascension was adjourned until October 18, 2023

Pledge of Allegiance.

**1. Mayor – Douglas A. Dahlgard:**

- Discussion regarding lack of internet connectivity at Village Hall today due to equipment failure.
- It was, upon motion by Deputy Mayor White, second by Trustee Ogden, abstention by Trustee Fischer (4-0-1) and adopted:  
**RESOLUTION #081-23**  
Minutes of August 16, 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 Trustee Fischer, second by Deputy Mayor White, and unanimously adopted:  
**RESOLUTION #082-23**  
Minutes of September 6, 2023, 7 PM meeting of the Board of Trustees were presented.  
**RESOLVED**, to adopt the minutes of the meeting of the Board of Trustees as presented.
- It was, upon motion by Deputy Mayor White, second by Trustee Fischer, and unanimously adopted:  
**RESOLUTION #083-23**  
**RESOLVED**, at the request of the applicant’s Counsel, the public hearing of the Special User Permit Request for the Monastery of the Glorious Ascension was adjourned until October 18, 2023.
- It was, upon motion by Trustee Ogden, second by Trustee Fischer, and unanimously adopted:  
**RESOLUTION #084-23**  
**WHEREAS**, the Village of Head of the Harbor wishes to continue its designation as a “Tree City USA” by the Arbor Day Foundation; and  
**WHEREAS**, an Arbor Day event is scheduled for October, 18, 2023, (with rain date of October 20, 2023).

RESOLUTION Deemed read into the record in its entirety.

**WHEREAS** in 1872, the Nebraska Board of Agriculture established a special day to be set aside for the planting of trees, and  
**WHEREAS** this holiday, called Arbor Day, was first observed with the planting of more than a million trees in Nebraska, and  
**WHEREAS** Arbor Day is now observed throughout the nation and the world, and  
**WHEREAS** trees can be a solution to combating climate change by reducing

the erosion of our precious topsoil by wind and water, cutting heating and cooling costs, moderating the temperature, cleaning the air, producing life-giving oxygen, and providing habitat for wildlife, and

**WHEREAS** trees are a renewable resource giving us paper, wood for our homes, fuel for our fires, and countless other wood products, and **WHEREAS** trees in our city increase property values, enhance the economic vitality of business areas, and beautify our community, and **WHEREAS** trees — wherever they are planted — are a source of joy and spiritual renewal.

**NOW, THEREFORE**, I, Doulgas A. Dahlgard, Mayor of the Village of Head of the Harbor, do hereby proclaim October, 18, 2023, (with rain date of October 20, 2023) as **ARBOR DAY**

In the Village of Head of the Harbor, and I urge all citizens to celebrate Arbor Day and to support efforts to protect our trees and woodlands, and

**FURTHER**, I urge all citizens to plant trees to gladden the heart and promote the well-being of this and future generations.

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

**RESOLUTION #085-23**

**RESOLVED**, that the VILLAGE OF HEAD OF THE HARBOR has applied for financial assistance from the MUNICIPAL WASTE REDUCTION & RECYCLING (“MWRR”) grant program under the DEPARTMENT OF ENVIRONMENTAL CONSERVATION DIVISION OF MATERIALS MANAGEMENT (“DEC”) for the purpose of funding a WOOD CHIPPER AND STUMP CUTTER for the HIGHWAY DEPARTMENT TREE DEBRIS RECYCLING PROGRAM;

**RESOLVED**, that the VILLAGE OF HEAD OF THE HARBOR is authorized and directed to accept these grant funds in an amount not to exceed \$75,409.48 and with a 50-percent match of \$37,704.74 from Village funds;

**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 the DEC;

**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 A. DAHLGARD, MAYOR.

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

**RESOLUTION #086-23**

**RESOLVED**, that the VILLAGE OF HEAD OF THE HARBOR has applied for financial assistance from the LONG ISLAND SOUND RESILIENCE GRANT WRITING ASSISTANCE PROGRAM (“LISR”) under the ENVIRONMENTAL PROTECTION AGENCY (“EPA”) and the NEW YORK SEA GRANT (“NYSG”) for the purpose of funding grant writing and administration from J. O’CONNELL & ASSOCIATES;

**RESOLVED**, that the VILLAGE OF HEAD OF THE HARBOR is authorized and directed to accept these grant funds in an amount not to exceed \$9,950 to cover the cost of grant writing for the MUNICIPAL WASTE REDUCTION & RECYCLING (“MWRR”) grant;

**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 the EPA and the NYSG;

**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 A. DAHLGARD, MAYOR.

## 2. Financials – Patricia Mulderig, Treasurer:

- It was, upon motion by Trustee Van Vechten, second by Trustee Fischer, and unanimously adopted:  
**RESOLUTION #087-23**  
**RESOLVED**, to adopt Abstracts #127827 through and including #127839 in the total amount of \$94,710.41 to be paid from the General Fund.
- It was, upon motion by Trustee Fischer, second by Trustee Van Vechten, and unanimously adopted:  
**RESOLUTION #088-23**  
**RESOLVED**, to adopt Abstract #TA 215 in the total amount of \$ 4,375.00 to be paid from the Trust & Agency Fund.
- It was, upon motion by Trustee Fischer, second by Trustee Van Vechten, and unanimously adopted:  
**RESOLUTION #089-23**  
**RESOLVED**, to authorize and direct the village treasurer to make bond payment to Greene County Commercial Bank in the principal amount of \$30,000.00, and the interest payment amount not to exceed \$5,000.00, on or before October 5, 2023.
- It was, upon motion by Trustee Fischer, second by Trustee Van Vechten, and unanimously adopted:  
**RESOLUTION #090-23**  
**RESOLVED**, in accordance with Village policy, Avalon Park & Preserve/Birdsfoot Farm, deposited Trust & Agency Funds with the village for Trustees for a Special Use Permit application, and  
**WHEREAS**, the hearing has concluded and all consultant invoices have been satisfied,  
**BE IT RESOLVED**, to authorize and direct the Village Treasurer to release the balance in the amount of \$1,627.50 in accordance with her report dated September 20, 2023.
- It was, upon motion by Trustee Van Vechten, second by Trustee Fischer, and unanimously adopted:  
**RESOLUTION #091-23**  
**WHEREAS**, in accordance with Village policy, Ryan Truncali, deposited Trust & Agency Funds with the village for a Zoning Board of Appeals hearing, and  
**WHEREAS**, the hearing has concluded and all consultant invoices have been satisfied,  
**BE IT RESOLVED**, to authorize and direct the Village Treasurer to release the balance in the amount of \$1,752.50 in accordance with her report dated September 20, 2023.
- It was, upon motion by Trustee Van Vechten, second by Trustee Fischer, and unanimously adopted:  
**RESOLUTION #092-23**  
**WHEREAS**, in accordance with Village policy, Paul & Tara Valente, deposited Trust & Agency Funds with the village for a Zoning Board of Appeals hearing, and  
**WHEREAS**, the hearing has concluded and all consultant invoices have been satisfied,  
**BE IT RESOLVED**, to authorize and direct the Village Treasurer to release the balance in the amount of \$1,587.50 in accordance with her report dated September 20, 2023.
- It was, upon motion by Trustee Fischer, second by Trustee Van Vechten, and unanimously adopted:  
**RESOLUTION #093-23**  
**WHEREAS**, in accordance with Village policy, Diana Patterson, deposited Trust & Agency Funds with the village for a Zoning Board of Appeals hearing, and  
**WHEREAS**, the hearing has concluded and all consultant invoices have been satisfied,  
**BE IT RESOLVED**, to authorize and direct the Village Treasurer to release the balance in the amount of \$1,505.00 in accordance with her report dated September 20, 2023.
- It was, upon motion by Trustee Van Vechten, second by Trustee Fischer, and unanimously adopted:  
**RESOLUTION #094-23**  
**RESVOLED**, to authorize and direct the Village Treasurer to release the payment to the 8 invoices that are listed in the Treasurers Report, page 9 which total \$5,307.18 to be paid from the general fund.

### **3. Police Department - Mayor Dahlgard:**

- It was, upon motion by Trustee Fischer, second by Trustee Ogden, and unanimously adopted:  
**RESOLUTION #095-23**  
**WHEREAS**, the Board of Trustees authorized the auction of the police department's 2016 Ford Explorer, and  
**WHEREAS**, the auction closed without reaching an acceptable bid,  
**BE IT RESOLVED**, the Board of Trustees does hereby authorize Margaret O'Keefe, Village Administrator/Clerk to counteroffer with the amount of \$12,000.00 and relist if not accepted.
- It was, upon motion by Deputy Mayor White, second by Trustee Ogden, and unanimously adopted:  
**RESOLUTION #096-23**  
**RESOLVED**, to hire Officer James Dove, for an effective date of September 7, 2023 as a part-time, nonexempt, Police Officer at an hourly rate of \$40.28 per hour, not to exceed 20 hours per workweek maximum.

### **4. Highway Department – Director of Highway Operations, Frank Prinzevalli:**

- Estimates are being collected for drainage work.

### **5. Building Department – Bob O'Shea, Building Inspector:**

- Several permits were issued.
- Architectural Review Board amended two previous approvals.
- New application pending from Harbor County Day School.

### **6. Ad hoc Tree Board - Trustee Ogden:**

- Tree Code discussion to be placed on the November work session agenda.

There being no other matters to be brought before the Board; it was, upon motion by Trustee Fischer, second by Trustee Van Vechten and unanimously adopted, to adjourn the meeting at 8:12 PM.

Respectfully Submitted,

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Margaret O'Keefe  
Village Administrator/Clerk