

**MINUTES OF THE MEETING OF
THE BOARD OF TRUSTEES
Wednesday, October 4, 2023**

A work session of the Board of Trustees of the Incorporated Village of Head-of-the-Harbor was held on Wednesday, October 4, 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 Trustee Judith C. Ogden. Not in attendance this evening Trustee L. Gordon Van Vechten and Trustee Jeffrey D. Fischer. Also, in attendance Village Administrator/Clerk, Margaret O’Keefe; Director of Highway Operations, Frank Prinzevalli and Village Treasurer, Patricia Mulderig. Not in attendance Police Chief, Charles M. Lohmann; Village Attorney, Anthony S. Guardino; Co-Counsel, Philip Butler and Building Inspector, Robert O’Shea.

Mayor – Douglas A. Dahlgard:

- It was, upon motion by Deputy Mayor White, second by Trustee Ogden, and unanimously adopted:
RESOLUTION #097-23
WHEREAS, the Board of Trustees wishes to engage assistance with regard to drainage installation on Harbor Rd., and
WHEREAS, in accordance with the village’s procurement policy three (3) quotes have been received, and
WHEREAS, the expertise of All Island Plumbing is well known and highly recommended,
BE IT RESOLVED, to accept the proposal #1444 provided by All Island Plumbing, dated September 26, 2023, in the estimated amount of \$6,100.00.
 - Paving 2024 discussed. Areas proposed were Piper Lane, Emmet and Woodlot Road. No action taken.

- It was, upon motion by Deputy Mayor White, second by Trustee Ogden, and unanimously adopted:
RESOLUTION #098-23
BE IT RESOLVED, the Board of Trustees authorizes Mayor Dahlgard, in his official capacity, to execute the award letter dated September 29, 2023 from New York Sea Grant Institute in the amount of \$5,100.00 payable to J. O’Connell & Associates in coordination with the LI Sound Sustainable and Resilient Communities Extension to apply for DEC’S Municipal Waste Reduction and Recycling Program on behalf of the village of Head of the Harbor.
 - 2023/2024 Budget Review. Discussion ensued. No action taken.

- It was, upon motion by Trustee Ogden, second by Deputy Mayor White, and unanimously adopted:
RESOLUTION #099-23
RESOLVED, to authorize the village treasurer to make the budget modifications as of the September 20, 2023 date for a gross value of \$45,899.35 and the budget adjustment is zero.
 - Discussion regarding capital expenses. No action taken.
 - Assessment discussion. No action taken.

- It was, upon motion by Deputy Mayor White, second by Trustee Ogden, and unanimously adopted:
RESOLUTION #100-23
WHEREAS, office furniture for the police department has been purchased under NYS contract #23109 and
WHEREAS, said contract pricing has a 10-day net purchase agreement,
BE IT RESOLVED, to authorize and direct the village treasurer to release payment in the amount of \$571.60 upon the delivery and acceptance of the HON Credenza order from W.B. Mason.

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

RESOLUTION #101-23

RESOVLED, resolution #091-23 previously adopted at the prior meeting be modified to include the option for the Treasurer, should she deem it practicable and necessary, to make out that check in payment to the corporate entity from in which it was received.

It was, upon motion by Deputy Mayor White, second by Trustee Ogden and unanimously adopted, to move to executive session at 7:49 PM to discuss personnel. It was, upon motion by Deputy Mayor White, second by Trustee Ogden and unanimously adopted to move back to public session at 8:30 PM.

There being no other matters to be brought before the Board; it was, upon motion by Deputy Mayor White, second by Trustee Ogden and unanimously adopted, to adjourn the meeting at 8:30 PM.

Respectfully Submitted,

Margaret O'Keefe
Village Administrator/Clerk