

**MINUTES OF THE MEETING OF  
THE BOARD OF TRUSTEES  
Wednesday, November 15, 2023**

A meeting of the Board of Trustees of the Incorporated Village of Head-of-the-Harbor was held on Wednesday, November 15, 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, Jeffrey D. Fischer and Trustee L. Gordon Van Vechten. Also, in attendance Village Administrator/Clerk, Margaret O’Keefe; Police Chief, Charles M. Lohmann; Co-Counsel, Philip Butler; Building Inspector, Robert O’Shea and Village Treasurer, Patricia Mulderig. Late arrival Village Attorney, Anthony Guardino. Members of the public were requested to sign-in.

Pledge of Allegiance

• **Mayor – Douglas A. Dahlgard:**

Mayor Dahlgard convened the meeting on this 15th day of November 2023, at 7:00 PM. It was, upon motion by Deputy Mayor White, second by Trustee Fischer, and unanimously adopted to reconvene the public hearing for the purpose of considering a Special Use Permit application by the Monastery of the Glorious Ascension Inc., for construction of a 3,341 square foot Worship Building.

Public comment letters submitted subsequent to the June 21, 2023 hearing date had been provide to the Board, the applicant’s Counsel and posted to the village website, [www.HeadoftheHarborNY.gov](http://www.HeadoftheHarborNY.gov), which include:

Attorney for the application, Joseph Buzzell, Esq. made a presentation to the Board and prior to this evening submitted the following documents which were available to the public this evening and posted to the village website:

- Applicant’s Traffic Study Revised 09/06/2023
- Applicant’s Traffic Study Response Letter 10/16/2023
- Mr. Buzzell, Esq. Letter dated 11/01/2023
- Post Hearing Letter Exhibits 11/2023

The public was given the opportunity to speak and submit documents. Official transcript attached hereto. Public comment, with written submissions and/or exhibits noted, were made by:

- Utevsky, Michael
- Leighton, Alexandra-written submission
- Georgakopoulos, Evangelos
- Rickenbach, Peter
- Acker, Natasha-written submission
- Davidson, Lisa-written submission
- Coleman, Leighton
- Hartman, Robert- written submission and exhibit A
- McKeon, Violet
- Nurge, Kimberly-written submission and exhibit B & C
- Scully, James
- Bollhofer, Joseph

**RESOLUTION #119-23**

It was, upon motion by Trustee Ogden, second by Deputy Mayor White, and unanimously adopted to close the public hearing, vote as follows:

Douglas A. Dahlgard, Mayor	AYE
Daniel W. White, Deputy Mayor	AYE
Judith C. Ogden, Trustee	AYE
L. Gordon Van Vechten, Trustee	AYE
Jeffrey D. Fischer, Trustee	AYE

**1. Mayor - Regular Meeting**

- It was, upon motion by Trustee Van Vechten, second by Trustee Ogden, abstention by Trustee Fischer and adopted (4-0-1):  
**RESOLUTION #120-23**  
 Minutes of October 18, 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 Trustee Van Vechten, and unanimously adopted:  
**RESOLUTION #121-23**  
 Minutes of November 1, 2023 7 PM meeting of the Board of Trustees were presented.  
**RESOLVED**, to adopt the minutes of the above meeting as presented.

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

- It was, upon motion by Trustee Van Vechten, second by Trustee Fischer, and unanimously adopted:  
**RESOLUTION #122-23**  
**RESOLVED**, to adopt Abstracts #127851 through and including #127865 in the total amount of \$247,121.51 to be paid from the General Fund.
- It was, upon motion by Trustee Fischer, second by Trustee Van Vechten, and unanimously adopted:  
**RESOLUTION #123-23**  
**RESOLVED**, to adopt Abstract #TA 218 in the total amount of \$55.00 to be paid from the Trust & Agency Fund.
- It was, upon motion by Trustee Fischer, second by Trustee Ogden, and unanimously adopted:  
**RESOLUTION #124-23**  
**RESOLVED**, the Village Treasurer is authorized and directed to make modifications to the 2023/2024 budget in the amount totaling \$221,001.37 for a net change of zero, as noted:

		BUDGET F/Y/E	BUDGET ADJUSTMENT	MODIFIED BUDGET
		2/28/2024	2/28/2024	2/28/2024
A1560	BUILDING PERMITS	(51,500.00)	(8,436.65)	(59,936.65)
A1910.4	UNALLOCATED INSURANCE	94,800.00	2,500.00	97,300.00
A3120.9	POLICE RETIREMENT EXPENSE	101,000.00	4,011.00	105,011.00
A3620.1	BUILDING INSPECTOR - PERSONAL SVC	42,027.02	(1,616.43)	40,410.59
A3620.12	BUILDING INSPECTOR - PERSONAL SVC COVID	0.00	1,616.43	1,616.43
A5110.223	STREET MAINTENANCE - OPERATIONS	10,000.00	1,000.00	11,000.00
A5110.5	STREET MAINTENANCE - EQUIPMENT >\$1,000.00	5,000.00	(1,000.00)	4,000.00
A8050.0	GRANT WRITER	19,200.00	2,400.00	21,600.00
A1990.0	CONTINGENCY	474.35	(474.35)	0.00
		0.00	0.00	0.00
		<u>221,001.37</u>	<u>0.00</u>	<u>221,001.37</u>

**3. Mayor:**

- It was, upon motion by Deputy Mayor White, second by Trustee Ogden, and unanimously adopted:  
**RESOLUTION #125-23**  
**RESOLVED**, the village clerk is authorized and directed to cancel the Trustees work session scheduled for Wednesday, December 6, 2023 and reschedule said work session for Wednesday, December 13, 2023 at 7 PM, to be held at Village Hall, 500 North Country Rd., St. James, NY 11780.
- It was, upon motion by Trustee Fischer, second by Trustee Van Vechten, and unanimously adopted:  
**RESOLUTION #126-23**  
**RESOLVED**, to authorize payment not to exceed \$525.00 for attendance at the Suffolk County Village Officials Association meeting to be held on Wednesday, December 6, 2023.

- It was, upon motion by Deputy Mayor White, second by Trustee Van Vechten, and unanimously adopted:  
**RESOLUTION #127-23**  
**WHEREAS**, Pursuant to Election Law §15-104 the Village General Election is to be held on Tuesday, March 19, 2024, and  
**WHEREAS** the offices that are vacant at the end of the current official year are (1) one village Mayor 2-year term and (2) two Trustees 2-year term,  
**BE IT RESOLVED**, said Election will be held on Tuesday, March 19, 2024, polls open 12 noon-9 PM; the polling is to take place at Head of the Harbor Village Hall, 500 North Country Rd., St. James, NY 11780, and  
**BE IT FURTHER RESOLVED**, to authorize and direct the village clerk to post and publish all notices in accordance with Election Law.
- It was, upon motion by Trustee Van Vechten, second by Trustee Fischer, and unanimously adopted:  
**RESOLUTION #128-23**  
**RESOLVED**, in accordance with Village policy, Torin McGowan and Kimberly Senior, deposited Trust & Agency Funds with the village Planning Board of a site plan 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 \$515.00 in accordance with her report dated November 15, 2023.

**4. Building Department – Bob O’Shea, Building Inspector:**

- Several things in review.

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

- Deer hunting issues discussed.

**6. Highway Department – Frank Prinzevalli, Dir. of Highway Operations:**

- Estimates for various projects discussed.

It was, upon motion by Mayor Dahlgard, second by Deputy Mayor White and unanimously adopted, to move to executive session at 8:50 PM to discuss potential litigation. No action taken. It was, upon motion by Trustee Van Vechten, second by Trustee Fischer and unanimously adopted to move back to public session at 9:50 PM.

There being no other matters to be brought before the Board; it was, upon motion by Trustee Van Vechten, second by Trustee Fischer and unanimously adopted, to adjourn the meeting at 9:50 PM.

Respectfully Submitted,

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Margaret O’Keefe  
Village Administrator/Clerk