

**MINUTES OF THE MEETING OF
THE BOARD OF TRUSTEES
Wednesday, December 13, 2023**

A work session of the Board of Trustees of the Incorporated Village of Head-of-the-Harbor was held on Wednesday, December 13, 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 Trustee Jeffrey D. Fischer. Also, in attendance Police Chief, Charles M. Lohmann; Village Administrator/Clerk, Margaret O’Keefe; Village Attorney, Anthony S. Guardino and Village Treasurer, Patricia Mulderig. Not in attendance, Co-Counsel, Philip Butler; Director of Highway Operations, Frank Prinzevalli and Building Inspector, Robert O’Shea.

Mayor – Douglas A. Dahlgard:

- Review of funds owed by the Village of Asharoken. Mayor Dahlgard and Village Counsel to contact responsible parties. No further action taken.
- Discussion ensued regarding potential changes to the Tree Code. It was, upon motion by Trustee Ogden, second by Trustee Van Vechten, and unanimously adopted:
RESOLUTION #129-23
RESOLVED, that the village attorney is hereby authorized and directed to draft PROPOSED LOCAL LAW (Intro.) NO. 3 OF 2023 REPEALING CHAPTER 149 OF THE CODE OF THE VILLAGE OF HEAD OF THE HARBOR ENTITLED “TREES” AND CREATING A NEW CHAPTER 149 ENTITLED “TREES”.
- It was, upon motion by Trustee Fischer, second by Trustee Van Vechten, and unanimously adopted:
RESOLUTION #130-23
RESOLVED, in accordance with §5-508, the Board of Trustees hereby authorizes and directs the village clerk to post and publish notice of a public hearing on the village’s 2024/2025 tentative budget. Said public hearing is scheduled for Wednesday, January 3, 2024, at 7:00 PM to be held at Village Hall, 500 North Country Rd., St. James, NY 11780
- It was, upon motion by Mayor Dahlgard, second by Trustees Fischer, and unanimously adopted:
RESOLUTION #131-23
RESOLVED, to adopt Abstracts #127875 in the total amount of \$9,725.00 to be paid from the General Fund
- Discussion ensued regarding security cameras, deed transfers, thermostats. No action taken.
- Scout group to visit Village Hall. No action taken.

It was, upon motion by Deputy Mayor White, second by Trustee Fischer and unanimously adopted, to move to executive session at 9:00 PM to discuss personnel and potential litigation. It was, upon motion by Deputy Mayor White, second by Trustee VanVechten and unanimously adopted to move back to public session at 11:02 PM.

- It was, upon motion by Trustee Van Vechten, second by Trustee Fischer, and unanimously adopted:
RESOLUTION #132-23
RESOLVED, with respect to vacation time only, any employee with outstanding accumulated vacation days from the calendar year of 2023 may take this vacation time in the 2024 calendar year; this 2023 vacation time must be used within 90 days of January 1, 2024.

There being no other matters to be brought before the Board; it was, upon motion by Mayor Dahlgard, second by Deputy Mayor White and unanimously adopted, to adjourn the meeting at 11:03 PM.

Respectfully Submitted,

Margaret O’Keefe
Village Administrator/Clerk