

**MINUTES OF THE MEETING OF  
THE BOARD OF TRUSTEES  
Wednesday, January 15, 2025**

A meeting of the Board of Trustees of the Incorporated Village of Head-of-the-Harbor was held on Wednesday, January 15, 2025 at 7 PM at the Village Hall located at 500 North Country Rd., St. James, NY 11780. Those present were the following members Mayor Michael D. Utevsky, Deputy Mayor Lisa Davidson, Trustees Daniel W. White and Judith C. Ogden. Not in attendance this evening Trustee Jeffrey D. Fischer. Also, in attendance Village Administrator/Clerk, Margaret O’Keefe; Village Attorney, Christopher Bianco; Village Treasurer, Patricia Mulderig; Building Inspector, Robert O’Shea; Police Chief, Charles M. Lohmann and Village Engineer, Daniel Falasco. Not in attendance Dir. of Highway Operations, Frank Prinzevalli.

Pledge of Allegiance.

**Mayor-Michael D. Utevsky:**

- Mayor Utevsky explained the revenues and expenses as they relate to the 2025/2026 budget. Discussion ensued. Explanation provided regards to storm related expenses and potential FEMA reimbursements. Trustee White expressed concerns regarding proposed budget line A 3620.5. Public exchange regarding the development of a Code Enforcement Officer. There being no further comments from the Board or the public, the public hearing was closed. It was, upon motion by Trustee Ogden, second by Deputy Mayor Davidson, and unanimously adopted:  
**RESOLUTION # 144-24**  
**RESOLVED**, to close the public hearing.
- It was, upon motion by Deputy Mayor Davidson, second by Trustee White and unanimously adopted:  
**RESOLUTION # 145-24**  
Minutes of December 18, 2024, 7 PM meeting of the Board of Trustees.  
**RESOLVED**, to adopt the minutes of the above meeting as presented.
- It was, upon motion by Deputy Mayor Davidson, second by Trustee Ogden, opposed by Trustee White (3-1-0) adopted:  
**RESOLUTION # 146-24**  
A public hearing was concluded on January 15, 2025, at 7 PM on the village’s 2025/2-26 budget.  
**RESOLVED**, to adopt the proposed 2025/2026 in the amount of \$2,314,234.78 with a tax rate of \$24.03 per \$100 of assessed value.
- It was, upon motion by Trustee White, second by Deputy Mayor Davidson and unanimously adopted:  
**RESOLUTION # 147-24**  
**RESOLVED**, extending the residency requirement to include the County of Suffolk, the following individuals are appointed to serve as election inspectors for the March 18, 2025, General Election, namely Margaret Shutka, Sharlene Wasserman and Rosa Ahern election clerk. The Chief Election Officer is Margaret O’Keefe. Shifts shall be from 11:30 AM until 9:30 PM, compensation to be \$25.00 per hour. Oaths of Office are to be filed with the village clerk; W-9 forms are to be filed with the village treasurer.

**Financials – Patricia A. Mulderig, Village Treasurer:**

- It was, upon motion by Deputy Mayor Davidson, second by Trustee Ogden, and unanimously adopted:  
**RESOLUTION #148-24**

**RESOLVED**, to adopt Abstracts Batch #142, 144, 145, 147, 149, 150, 153, 154, 156, 158, 159, 163 in the total amount of \$52,182.45, with the Title Search invoice to be held until title received. Payments are to be paid from the General Fund.

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

**RESOLUTION # 149-24**

**RESOLVED**, to adopt Abstract Batch #161 in the total amount of \$192.50 be paid from the Trust & Agency Fund.

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

**RESOLUTION # 150-24**

Adjustments to tax assessments received from the Town of Smithtown subsequent to the acceptance of the tax rolls.

**RESOLVED**, to authorize and direct the village treasurer to refund the taxes as per the successful grievances in the amount of \$2,756.25 as noted:

Harlan & Olivia Fischer	112 Harbor Rd, SJ	9-Jan-25	9-Jan-25	13600	12985	(615)	135.61
Thomas Rubio	21 Mill Creek Road SB	13-Jan-25	9-Jan-25	12305	11310	(995)	219.40
Donald J. & Lili Weidner	8 Emmet Drive SB	13-Jan-25	9-Jan-25	8960	8048	(912)	201.10
Deidre Woram, Trustee J Campbell Trust	14 Saddle Road SB	13-Jan-25	9-Jan-25	14492	12815	(1,677)	413.88
Guy & Linda Nicosia	5 Piper Lane SJ	13-Jan-25	9-Jan-25	17080	16443	(637)	380.99
George Layburn	4 Thompson Lane SJ	13-Jan-25	9-Jan-25	12590	11832	(758)	189.19
Robert & Katherine Bayer	1 Bacon Road SJ	13-Jan-25	9-Jan-25	10500	9353	(1,147)	252.91
Nicholas Bekas & Lisa Valle	29 Deepwells Lane SJ	13-Jan-25	9-Jan-25	10150	9570	(580)	127.89
John & Debbie Batdi	6 Wicks Lane SJ	13-Jan-25	9-Jan-25	12488	10962	(1,526)	336.48
Christian & Maria Berio	5 Fox Meadow Lane SJ	13-Jan-25	9-Jan-25	11638	10440	(1,198)	264.16
Mariola & Monica Kunysz	35 Farm Road, SJ	13-Jan-25	9-Jan-25	16380	15225	(1,155)	254.68
ASSESSMENT ADJUSTMENTS - JANUARY 15, 2025						(12,500)	2,756.25

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

**RESOLUTION # 151-24**

**RESOLVED**, the village treasurer is authorized and directed to make budget modifications to the 2024/2025 budget totaling \$428,914.77 for a net change of zero, as noted:

	BUDGET F/Y/E	BUDGET ADJUSTMENT	MODIFIED BUDGET	
	02/28/2025		02/28/2025	
AA1325.100	TREASURER-PERSONAL SERVICES	68,729.89	2,000.00	70,729.89
AA1325.800	TREASURER-BENEFITS	5,257.84	175.00	5,432.84
AA1410.100	CLERK PERSONAL SERVICES	98,197.54	2,000.00	98,197.54
AA1410.800	CLERK- BENEFITS	7,359.11	175.00	7,534.11
AA1410.240	NEWSLETTER	2,000.00	350.00	2,350.00
AA1410.250	VILLAGE CLERK EDUCATION	2,500.00	(350.00)	2,150.00
AA1680.210	COMPUTER EQUIP & PROF SERVICES	11,900.00	250.00	12,150.00
AA1930.400	JUDGEMENTS A& CLAIMS	22,000.00	2,650.00	24,650.00
AA3620.500	BLDG INSPECT= CODE ENFORCEMENT	1,000.00	1,050.00	2,050.00
AA5110.210	STREET MAINTENANCE - TRUCK REPAIRS	11,000.00	(300.00)	10,700.00
AA5110.600	STREET MAINTENANCE UNIFORMS	1,000.00	300.00	1,300.00
AA8510.440	COMM BEAUTIFICATION-TREE CITY	375.00	400.00	775.00
AA5142.430	STORM EMERGENCY	176,701.00	3,600.00	180,301.00
AA8000.000	APPROPRIATED SURPLUS	1,299.00	(1,299.00)	0.00
AA1990.000	CONTINGENCY	21,595.39	(11,001.00)	10,594.39
		428,914.77	0.00	428,914.77

**Village Engineer, Daniel Falasco:**

- Grant from Avalon amended due to the inability of trucks invagiate the failure road failure at the end of Harbor Road. Letter to be sent modify the grant for work done, and stating thatw ithin one year of Brookhaven repair the remainder of the road will be paved by the village.
- Ashroken will be reimbursing Head of the Harbor the ammount owed of \$8,835.06. Payments will be made annually a over a three year period.
- Traffic study that was to be completed by VHB for the Nissequoge Fars project has been amended. No action taken at this time.

**Building Department – Robert O’Shea, Building Inspector:**

- Oral report on Architectural Review Board, Zoning Board of Appeals and Court actions.
- Avalon pedestrian underpass is complete.

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

- No reported crimes in the village.
- 2024 record number of calls for service.
  
- It was, upon motion by Deputy Mayor Davidson, second by Trustee White and unanimously adopted:  
**RESOLUTION # 152-24**  
**RESOLVED**, to accept the resignation for the purposes of retirement from Officer Brian Zimmerman with an effective date of March 31, 2025, and  
**BE IT FURTHER RESOLVED**, to reinstate Officer Brian Zimmerman as a part-time, non-exempt, Police Officer at the hourly rate approved in the 2025/2026 budget, not to exceed 20 hours per workweek maximum with a hire date of April 9, 2025.
  
- James Remien and Cynthia Wong Lippe will be holding a race to benefit Ronald McDonald House Charities on Saturday, May 10, 2025 to benefit Ronald McDonald House. The village will not be closing roads for the event, nor providing police services.
  
- It was, upon motion by Trustee White, second by Deputy Mayor Davidson and unanimously adopted:  
**RESOLUTION # 153-24**  
**RESOLVED**, any unexpanded ARPA funds are to be used by the Police Department for the purchase of necessary police equipment, within the priorities set by the Police Chief, subject to retroactive approval by this Board. Items such as battery packs for our three AED's, batteries for radios which do have an age, additional supplies for Tasers or any other piece of police equipment necessary and essential for public safety at the Police Chief 's digression.

**Highway Department – Judith C. Ogden, Highway Commissioner:**

- Highway Commissioner/Trustee Ogden will not be present for the February work session and Board of Trustees Meetings.
- Potential grant monies discussed. No action taken.
- Discussion regarding history and preservation. No action taken.

**Public Comment:**

- Alexandria Leighton, Harbor Hill Road, encouraged the use of Code Enforcement.
- Michael Fishkin, Emmet Way, Shep Jones north needs to be cleared for public access.
- Damien Napoli, Moriches Rd., expressed concerns on tree removal.
  
- It was, upon motion by Trustee Ogden, second by Deputy Mayor Davidson and unanimously adopted, to move to executive session at 8:17 PM to discuss litigation and personnel matters. It was, upon motion by Trustee White, second by Deputy Mayor Davidson and unanimously adopted,  
**RESOLUTION # 154-24**  
**WHEREAS**, January 20, 2025 and February 27, 2025 are holidays recognized by the village of Head of the Harbor, and  
**WHEREAS**, Director Of Highway Operations, Frank Prinzevalli has requested that should he to work a regular 8 workday on January 20<sup>th</sup> holiday, he would receive 8 hours compensatory time, and  
**WHEREAS**, due to staffing concerns on February 27, 2025 Director Of Highway Operations, Frank Prinzevalli has requested that, in lieu of the paid holiday, Joshau Colon work a regular 8 hour day and receive 8 hours compensatory time,  
**BE IT RESOLVED**, to approve of the above requests with the time off to be used with 30 days of the occurrence, should the occur. This resolution is subject to review by legal Counsel.  
It was, upon motion by Trustee White, second by Deputy Mayor Davidson and unanimously adopted, to move back to public session at 9:15 PM.
  
- It was, upon motion by Trustee White, second by Trustee Ogden and unanimously adopted:  
**RESOLUTION # 155-24**

**RESOLVED**, for the remainder of the Organizational year, Trustees meetings will be held on the 1<sup>st</sup> Wednesday of each month, and work sessions will be held on the 3<sup>rd</sup> Wednesday of each month at 7 PM, time then in effect. All meetings to be held at Village Hall 500 North Country Rd., St. James, NY 11780,

**BE IT RESOLVED**, that the village clerk is hereby authorized and directed to notify the news media, and publish & post said notices as required.

There being no other matters to be brought before the Board; it was, upon motion by Trustee White, second by Deputy Mayor Davidson and unanimously adopted, to adjourn the meeting at 9:23 PM.

Respectfully Submitted,

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Margaret O'Keefe  
Village Administrator/Clerk