

**MINUTES OF THE MEETING OF
THE BOARD OF TRUSTEES
Wednesday, February 5, 2025**

A meeting of the Board of Trustees of the Incorporated Village of Head-of-the-Harbor was held on Wednesday, February 5, 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 Jeffrey D. Fischer. Not in attendance this evening Trustee Judith C. Ogden. Also, in attendance Village Administrator/Clerk, Margaret O'Keefe; Village Attorney, Brian Egan; Village Treasurer, Patricia Mulderig; Building Inspector, Robert O'Shea; Police Chief, Charles M. Lohmann; Village Engineer, Daniel Falasco and Dir. of Highway Operations, Frank Prinzevalli.

Pledge of Allegiance.

Mayor - Michael D. Utevsky:

- It was, upon motion by Deputy Mayor Davidson, second by Trustee Fischer and unanimously adopted:
RESOLUTION #156-24
Minutes of January 7, 2025, 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 Deputy Mayor Davidson, second by Trustee White, abstention by Trustee Fischer and adopted (3-0-1):
RESOLUTION #157-24
Minutes of January 15, 2025, 7 PM meeting of the Board of Trustees were presented.
RESOLVED, to adopt the minutes of the above meeting as presented.
- Cyber Insurance renewal discussion was tabled.
- It was, upon motion by Trustee Fischer, second by Trustee White and unanimously adopted:
RESOLUTION #158-24
RESOLVED, to authorize Mayor Utevsky to sign, in his official capacity, the annual maintenance agreement for the removal of solid waste with Winters Brothers Waste Systems in the amount of \$75.00 monthly.
- It was, upon motion by Trustee Fischer, second by Trustee White and unanimously adopted:
RESOLUTION #159-24
RESOLVED, to authorize and direct Mayor Utevsky to sign, in his official capacity, the proposal to provide transportation engineering service submitted by VHB, dated January 15, 2025, Ref. No. 87860.24 (amended from December 4, 2024 quote due to enhanced study), in the estimated amount of \$8,700.00 chargeable to the T&A held in the name of the Nissequogue Farm, LLC.
BE IT FURTHER RESOLVED, the study is to commence in April/May of 2025. Clerk's note: Trustee Ogden taking no part in the deliberations of this vote nor any dialogue regarding this resolution nor was she in attendance this evening.
- It was, upon motion by Trustee White, second by Trustee Fischer and unanimously adopted:
RESOLUTION #160-24
RESOLVED, in his official capacity Mayor Utevsky is hereby authorized to execute the engagement letter with Cullen & Danowski, LLP to audit the financial statements for the Village and the Justice Court for the year-end February 2025; in the contracted amount of \$16,500.00.
- The Village Clerk will be holding a drawing on Thursday, February 13, 2025 at 9:30 AM to determine ballot placement. All public is welcome. The sample ballot will be produced shortly thereafter.

Financials – Patricia A. Mulderig, Village Treasurer:

- Treasurer presented her monthly report.
- It was, upon motion by Trustee White, second by Trustee Fischer, and unanimously adopted:
RESOLUTION #161-24
RESOLVED, to authorize and direct Mayor Utevsky to sign, in his official capacity, a letter to Suffolk County requesting Sales Tax Revenue.

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

- Drainage work continuing.

Building Department – Robert O'Shea, Building Inspector:

- Several permits issued or renewed.

Police Department – Charles M. Lohmann, Police Chief:

- Nothing of note.
- It was, upon motion by Deputy Mayor Davidson, second by Trustee White and unanimously adopted:
RESOLUTION # 162-24
RESOLVED, to adopt Abstracts Batch #'s 167, 169, 170, 172, and 173 in the total amount of \$26,891.84. Payments are to be paid from the General Fund.
 - Discussion regarding tax bill format for 2026/2027. No action taken.
 - Correspondence received today, Wednesday, February 5, 2025 from residents Mr. & Mrs. Cohen, 7 Rhododendron Road was distributed. No discussion at this time. No action taken.
 - Resident Kathleen Diana inquired about a noise issue. Chief Lohmann advised that the cause could not be determined at this time.
- It was, upon motion by Deputy Mayor Davidson, second by Trustee White and unanimously adopted, to move to executive session at 8:07 PM to discuss litigation and personnel matters. No action taken. It was, upon motion by Trustee Fischer, second by Trustee White and unanimously adopted, to move back to public session at 9:06 PM.
- It was, upon motion by Deputy Mayor Davidson, second by Trustee Fischer and unanimously adopted:
RESOLUTION #163-24
RESOLVED, the village treasurer is commanded to receive and collect from the persons named in the assessment roll, the several sums named in the last column therefor opposite their respective name,
BE IT FURTHER RESOLVED, the village treasurer shall cause to be published in the official paper of the Village, once a week for two consecutive weeks, a notice that such tax roll and Warrant have been left with her for the collection.

There being no other matters to be brought before the Board; it was, upon motion by Trustee Fischer, second by Trustee White and unanimously adopted, to adjourn the meeting at 9:08 PM.

Respectfully Submitted,

Margaret O'Keefe
Village Administrator/Clerk