

**MINUTES OF THE MEETING OF
THE BOARD OF TRUSTEES
Tuesday, February 19, 2025**

A work session of the Board of Trustees of the Incorporated Village of Head-of-the-Harbor was held on Tuesday, February 19, 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, Trustee Daniel W. White and Trustee Jeffrey D. Fischer. Not in attendance this evening Deputy Mayor Lisa Davidson and Trustee Judith C. Ogden. Also, in attendance Village Administrator/Clerk, Margaret O’Keefe; Co-Counsel, Christopher Bianco; Police Chief, Charles M. Lohmann; Building Inspector, Robert O’Shea and Village Treasurer, Patricia Mulderig. Not in attendance Dir. of Highway Operations, Frank Prinzevalli.

Mayor-Michael D. Utevsky:

- Mayor Utevsky to meet with Thalia Olaya, Suffolk County Regional Representative of Governor Hochul. No action taken.
- It was, upon motion by Trustee Fischer, second by Trustee White, and unanimously adopted:
RESOLUTION #164-24
RESOLVED, to accept the donation Avalon Park 7 Preserve in the amount of \$185,000.00, where \$183,000.00 has been allocated to the paving of Harbor Road from Bacon to approximately 100 feet east of Shep Jones and Bacon Rd. from Harbor Rd. north to Hitherbrook Rd, the remaining \$2,000.00 to be used for the second phase of paving Harbor Road.
- It was, upon motion by Trustee Fischer, second by Trustee White, and unanimously adopted:
RESOLUTION #165-24
RESOLVED, to appoint Sharlene Wasserman as Chief Election Inspector.
- It was, upon motion by Trustee Fischer, second by Trustee White, and unanimously adopted:
RESOLUTION #166-24
RESOLVED, to authorize and direct Village Clerk to file a CS-500 for the position of Code Enforcement Officer with Suffolk County Civil Service.

Financials – Patricia A. Mulderig, Village Treasurer:

- It was, upon motion by Trustee Fischer, second by Trustee White, and unanimously adopted:
RESOLUTION #167-24
RESOLVED, to adopt Abstracts Batch #'s 176, 180, 183, 184, 186, 188 and 191 in the total amount of \$51,562.93, to be paid from the General Fund.
- It was, upon motion by Trustee Fischer, second by Trustee White and unanimously adopted:
RESOLUTION #168-24
RESOLVED, to adopt Abstract Batch #182 in the total amount of \$725.00 be paid from the Trust & Agency Fund.
- It was, upon motion by Trustee Fischer, second by Trustee White, and unanimously adopted:
RESOLUTION #169-24
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 \$780.57 as noted:

57	9400	2	2	1.6	Robert E. Hansen Jr.	72 Harbor Road, SJ	6-Feb-25	5-Feb-25	14505	10865	(3,540)	780.57	
											ASSESSMENT ADJUSTMENTS - FEBRUARY 19, 2025	(3,540)	780.57

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

RESOLUTION #170-24

RESOLVED, the village treasurer is authorized and directed to make budget modifications to the 2024/2025 budget totaling \$388,712.77 for a net change of zero, as noted:

VILLAGE OF HEAD OF THE HARBOR
2024/2025 BUDGET MODIFICATIONS
02/19/2025

		BUDGET F/Y/E	BUDGET ADJUSTMENT	MODIFIED BUDGET
		02/28/2025		02/28/2025
AA1325.100	TREASURER-PERSONAL SERVICES	70,729.89	2,000.00	72,729.89
AA1325.800	TREASURER-BENEFITS	5,432.84	300.00	5,732.84
AA1410.100	CLERK PERSONAL SERVICES	98,197.54	10,081.44	108,278.98
AA1410.220	CLERK OFFICE SUPPLIES. TELEPHONE	8,500.00	500.00	9,000.00
AA1410.240	NEWSLETTER	2,350.00	900.00	3,250.00
AA1410.800	CLERK- BENEFITS	7,534.11	840.08	8,374.19
AA1410.910	CLERK HEALTH BENEFITS	15,030.00	(15,030.00)	0.00
AA1420.41	LAW-GENERAL	46,000.00	6,000.00	52,000.00
AA1450.400	ELECTIONS	1,625.00	100.00	1,725.00
AA1930.400	JUDGEMENTS & CLAIMS	24,650.00	800.00	25,450.00
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
AA3620.200	BUILDING INSPECTOR- EXP & TEL	5,550.00	(100.00)	5,450.00
AA3620.500	BLDG INSPECT= CODE ENFORCEMENT	2,050.00	100.00	2,150.00
AA5110.130	STREET MAINTENANCE - DOUBLE TIME	8,000.00	2,550.00	10,550.00
AA5110.223	STREET MAINTENANCE - OPERATIONS	11,500.00	3,100.00	14,600.00
AA5110.226	STREET MAINTENANCE - TREE PLANTING	3,000.00	(3,000.00)	0.00
AA5110.227	STREET MAINTENANCE - OPERATIONS	3,000.00	(3,000.00)	0.00
AA5110.810	STREET MAINTENANCE HEALTH BENEFITS	16,194.00	350.00	16,544.00
AA8510.440	COMM BEAUTIFICATION-TREE CITY	375.00	400.00	775.00
AA9020.800	PAYCHEX PAYROLL SERVICE	5,000.00	500.00	5,500.00
AA9050.00	UNEMPLOYMENT INSURANCE	9,500.00	50.00	9,550.00
AA1990.000	CONTINGENCY	10,594.39	(10,341.52)	252.87
		388,712.77	0.00	388,712.77

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

RESOLUTION #171-24

RESOLVED, to authorize the publishing of Request for Proposal for engineering services on a village wide study.

- Trustee White and Trustee Fischer to review proposals for next year's contractual agreements. No action taken.
- Discussion regarding accounting software back up issues. The matter has been resolved. No action taken.
- Correspondence received from residents Cohen and Valerio. Village Clerk, Margaret O'Keefe directed to send a letter to Cohen and Mayor Utevsky to reach out to Valerio.
- Chief Lohmann authorized to buy AK-15 and required accessories; funds provided from a recent donation a resident who wishes to remain anonymous.

It was, upon motion by Trustee Fischer, second by Trustee White and unanimously adopted, to move to executive session to discuss court personnel at 8:37 PM. No action taken. It was, upon motion by Trustee White, second by Trustee Fischer and unanimously adopted to move back to public session at 8:57 PM.

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

RESOLUTION #172-24

RESOLVED, in accordance with resolution 042-22, the village treasurer is authorized and directed to immediately release a health insurance opt-out benefit to the village clerk for the 12 month period of March 1, 2024 through February 28, 2025 per the terms of the resolution above referenced, in the amount of \$10,081.44, minus all appropriate deductions.

- 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 8:58 PM.

Respectfully Submitted,

Margaret O'Keefe
Village Administrator/Clerk