

**MINUTES OF THE MEETING OF
THE BOARD OF TRUSTEES
Wednesday, July 31, 2024**

A work session of the Board of Trustees of the Incorporated Village of Head-of-the-Harbor was held on Wednesday, July 31, 2024 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, Judith C. Ogden and Trustee Jeffrey D. Fischer. Also, in attendance Village Administrator/Clerk, Margaret O’Keefe; Police Chief, Charles M. Lohmann; Village Treasurer, Patricia Mulderig and Village Attorney, Lisa Perillo. Not in attendance Building Inspector, Robert O’Shea and Dir. of Highway Operations, Frank Prinzevalli.

Mayor

- It was, upon motion by Trustee Fischer, second by Deputy Mayor Davidson, and unanimously adopted:
RESOLUTION #062-24
RESOLVED, to adopt a resolution of negative declaration of environmental significance and reasoned elaboration for the Special Use Permit by Harbor Country Day School for the construction and operation of a school at 17 Three Sisters Road, St. James, NY 11780 (SCTM: 0801-005.00-02.00-25.1). This resolution is deemed read into the record in its entirety and shall be affixed to the official minutes with the vote recorded accordingly.

- It was, upon motion by Trustee Ogden, second by Trustee White, and unanimously adopted:
RESOLUTION #063-24
RESOLVED, to approve the application of the Special Use Permit by Harbor Country Day School for the construction and operation of a school at 17 Three Sisters Road, St. James, NY 11780. (SCTM: 0801-005.00-02.00-25.1). This resolution is deemed read into the record in its entirety and shall be affixed to the official minutes with the vote recorded accordingly.

Public Comment:

- Inquires made regarding Harbor Country Day School and the site plan review process.
- Public comment made regarding access to Hitherbrook Extension.
- Letter submitted on behalf of Constance Nostrand. Attached to the official minutes.
- Letter submitted by Michael Vicenti. Attached to the official minutes.

Financials – Patricia A. Mulderig, Village Treasurer:

- It was, upon motion by Trustee White, second by Trustee Ogden, and unanimously adopted:
RESOLUTION #064-24
RESOLVED, to authorize and direct the village treasurer to release payment to Alarms R Us in the amount of \$785.00 for services rendered.

- It was, upon motion by Trustee Fischer, second by Trustee White, and unanimously adopted:
RESOLUTION #065-24
RESOLVED, to adopt Batch Abstracts #27 and #29-32 in the total amount of \$52,099.70 be paid from the General Fund.

- It was, upon motion by Trustee Fischer, second by Deputy Mayor Davidson, and unanimously adopted:
RESOLUTION #066-24
WHEREAS, the Board has reviewed Abstract Batch 24, and said Abstract is subject to further review and confirmation from the village’s Counsel,
BE IT RESOLVED, to authorize and direct the village treasurer to release payment in an amount not to exceed \$2475.00 to Perillo Hill LLC. Said payment to be made from the Trust & Agency Fund.

- It was, upon motion by Trustee Fischer, second by Deputy Mayor Davidson, and unanimously adopted:
RESOLUTION #067-24
RESOLVED, the village treasurer is authorized and directed to make budget modifications to the 2024/2025 budget totaling \$55,746.13 for a net change of zero, as noted:

	BUDGET F/Y/E	BUDGET ADJUSTMENT	MODIFIED BUDGET
	02/28/2025		02/28/2025
AA5110.251 VACUUM TRUCK RENTAL	17,300.00	1,200.00	18,500.00
AA8710.50 HISTORY COMM	100.00	225.00	325.00
AA1990.000 CONTINGENCY	38,346.13	(1,425.00)	36,921.13
	<u>55,746.13</u>	<u>0.00</u>	<u>55,746.13</u>

- It was, upon motion by Trustee White, second by Trustee Fischer, and unanimously adopted:
RESOLUTION #068-24
RESOLVED, to authorize and direct the village treasurer to transfer the amount of \$5,450.00 from the TD Money Market American Rescue Plan Account to TD checking for the current expenses for the Accounting/Property Tax Spectrum Micro Fund Conversion.

Police Department – Charles M. Lohmann, Police Chief:

- It was, upon motion by Trustee White, second by Trustee Fischer, and unanimously adopted:
RESOLUTION #069-24
RESOLVED, to accept, with regrets, the resignation of Police Officer Michael Sozio. This resolution has an effective date of July 31, 2024.

Building Department:

- Since Mr. O’Shea is not in attendance discussion of impact fees was tabled. No action taken.

Highway Department:

- It was, upon motion by Trustee White, second by Trustee Fischer, and unanimously adopted:
RESOLUTION #070-24
WHEREAS, extenuating circumstances delayed Highway Crew Leader Frank Prinzevalli’s use of accrued vacation time,
RESOLVED, the Board of Trustees hereby allows Frank Prinzevalli, Highway Crew Leader to rollover the remainder of his accrued vacation time which is to be used within 60 days.

Deputy Mayor Davidson:

- Welcome packet for new residents is being developed. No action taken.
- Discussion regarding Harbor Day. Event insurance quote pending. All vendors and exhibitors are to provide liability, disability and worker’s compensation insurance certificates listing the Village of Head of the Harbor as a second insured on the forms deemed appropriate by the State of New York. No Board action taken.

Tree Committee- Trustee Ogden:

- Review of draft tree removal application form.
- Discussion on IMA with Town of Smithtown regarding Code Enforcement. No action taken.

*Clerk’s Note- Trustee Fischer departed at 8:45 PM.

- At 9:00 PM -It was, upon motion by Trustee White, second by Trustee Ogden and unanimously adopted, to move to executive session to discuss personnel. No action taken. At 9:31 PM-It was, upon motion by Trustee White, second by Trustee Ogden and unanimously adopted, to move back to public session.
- There being no other matters to be brought before the Board; it was, upon motion by Trustee White, second by Trustee Davidson and unanimously adopted, to adjourn the meeting at 9:32 PM.

Respectfully Submitted,

Margaret O’Keefe
Village Administrator/Clerk