

**MINUTES OF THE MEETING OF  
THE BOARD OF TRUSTEES  
Thursday, October 31, 2024**

A meeting of the Board of Trustees of the Incorporated Village of Head-of-the-Harbor was held on Thursday, October 31, 2024 at 9 AM at the Village Hall located at 500 North Country Rd., St. James, NY 11780. Those present were the following members Trustees Judith C. Ogden, Jeffrey D. Fischer and Trustee Daniel W. White. Also, in attendance Village Administrator/Clerk, Margaret O’Keefe; Dir. of Highway Operations, Frank Prinzevalli and Village Engineer, Daniel Falasco. Not in attendance Mayor Michael D. Utevsky; Deputy Mayor Lisa Davidson; Police Chief, Charles M. Lohmann; Village Treasurer, Patricia Mulderig; Building Inspector, Robert O’Shea and Village Attorney, Lisa Perillo.

- It was, upon motion by Trustee Ogden, second by Trustee White and unanimously adopted:  
**RESOLUTION #110-24**  
**WHEREAS**, the Board of Trustees has determined that the entirety of Brackenwood Path should be repaved as part of the Village’s 2024 Road Repaving Program, and  
**WHEREAS**, the Village Engineer has received from Suffolk Paving Corp., 30 North Duncan Avenue, Medford, NY 11763 a cost proposal totaling an estimated \$16,000.00 for the road above to be paved, and  
**WHEREAS**, the Village, given the conditions of the marketplace including limited availability of vendors, use of a Town of Babylon contract price, product supply and seasonality, has elected to utilize Suffolk Paving Corp., which has assured its ability to commence and conclude the work immediately, and  
**WHEREAS**, the Board has received and considered the advice of the Village Engineer and the Commissioner of Highways on all such matters listed above,  
**NOW THEREFORE**, it is  
**RESOLVED**, that the Village herewith engages Suffolk Paving Corp. to perform the work described hereinabove with all work to be completed during 2024 in a fit and workmanlike manner, in accord with industry standards and with the specifications of the Village Engineer, and to the satisfaction of the Village Engineer, and with any payment subject to submission and approval of voucher as required by Village Law §5-524.
  
- It was, upon motion by Trustee Ogden, second by Trustee White and unanimously adopted:  
**RESOLUTION #111-24**  
**RESOVLED**, to authorize the Mayor, Michael Utevsky to sign in his official capacity the annual maintenance agreement for the Village Hall HVAC system with B & R Plumbing & Heating in the amount of \$727.00, and  
**BE IT FURTHER RESOLVED**, to authorize and direct the treasurer to release payment in full.
  
- It was, upon motion by Trustee Ogden, second by Trustee White and unanimously adopted:  
**RESOLUTION #112-24**  
**WHEREAS**, St. James Fire District has requested use of Village Hall for its Election on Tuesday, December 10, 2024 from 3 PM – 9 PM, and  
**WHEREAS**, the residents of the Head of the Harbor are now members of the District and eligible to vote,  
**BE IT RESOLVED**, to authorize the use of Village Hall to the St. James Fire District on Tuesday, December 10, 2024 from 3 PM – 9 PM. This resolution is contingent on the receipt of proper proofs of insurance naming the village of Head of the Harbor as a second insured.
  
- There being no other matters to be brought before the Board; it was, upon motion by Trustee Fischer, second by Trustee Ogden and unanimously adopted, to adjourn the meeting at 9:08 AM.

Respectfully Submitted,

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Margaret O’Keefe

Village Administrator/Clerk