

**MINUTES OF THE MEETING OF
THE BOARD OF TRUSTEES
WEDNESDAY, NOVEMBER 5, 2025**

The meeting of the Board of Trustees of the Incorporated Village of Head-of-the-Harbor was held on Wednesday, November 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, Trustees Judith C. Ogden, Kathleen Diana and Trustee Jeffrey D. Fischer. Not in attendance this evening, Deputy Mayor Lisa Davidson. Also, in attendance Village Administrator/Clerk, Margaret O’Keefe; Village Attorney, Brian T. Egan; Police Chief, Charles M. Lohmann; Building Inspector, Robert O’Shea; Village Treasurer, Patricia Mulderig and Dir. of Highway Operations, Frank Prinzevalli.

Pledge of Allegiance.

Mayor - Michael Utevsky:

- Open the public hearing for the Building Department application by the Monastery of the Glorious Ascension Inc., for construction of a 3,341 square foot Worship Building, located at 481 North Country Road, St. James, NY 11780, in the A- Residence zoning district, S.C.T.M. 0801-7.-3-29.001 and 0801-7.-3-37.000. Discussion ensued. Transcript will be attached to the official minutes.
- It was, upon motion by Trustee Fischer, second by Trustee Ogden, and unanimously adopted:
RESOLUTION #122-25
RESOLVED, to deny Mr. Buzzel’s request to accept a conditional appearance. The hearing, as noticed in the newspaper and publicly noticed under public officers’ law, is noticed. The public hearing proceeded. Discussion ensued. Resident Robert Johnson commented on seating capacity.
- It was, upon motion by Trustee Fischer, second by Trustee Diana, and unanimously adopted:
RESOLUTION #123-25
RESOLVED, to adjourn the hearing sine die.
- It was, upon motion by Trustee Ogden, second by Trustee Diana, abstention by Trustee Fischer and adopted:
(3-0-1)
RESOLUTION #124-25
Minutes of October 8, 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 Trustee Diana, second by Trustee Ogden, and unanimously adopted:
RESOLUTION #125-25
Minutes of October 22, 2025 7 PM meeting of the Board of Trustees were presented.
RESOLVED, to adopt the minutes of the above meeting as presented.
- Harbor Road update. No action taken.
- NYS Sea Grant update. No action taken.
- It was, upon motion by Trustee Ogden, second by Trustee Fischer, and unanimously adopted:
RESOLUTION #126-25
WHEREAS, Pursuant to Election Law §15-104 the Village General Election is to be held on Wednesday, March 18, 2026, and
WHEREAS, the offices that are vacant at the end of the current official year are (1) one village Mayor 2-year term and (2) two Trustees 2-year term,
BE IT RESOLVED, said Election will be held on Wednesday, March 18, 2026, polls open 12 noon-9PM; the polling is to take place at Head of the Harbor Village Hall, 500 North Country Rd., St. James, NY 11780, and
BE IT FURTHER RESOLVED, to authorize and direct the village clerk to post and publish all notices in accordance with Election Law.
- It was, upon motion by Trustee Fischer, second by Trustee Ogden, and unanimously adopted:
RESOLUTION #127-25

WHEREAS, St. James Fire District has requested use of Village Hall for its Election on Tuesday, December 9, 2025, from 3PM- 9PM, and

WHEREAS, the residents of 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 9, 2025 from 3PM – 9PM. This resolution is contingent on the receipt of proper proofs of insurance, naming the village of Head of the Harbor as a second insured.

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

RESOLUTION #128-25

WHEREAS, Mr. and Mrs. Lippe and Harbor Country Day School have each offered a monetary donation to the village in the amount of \$5,000.00,

BE IT RESOLVED, to accept these donations to the Village of Head of the Harbor in the amount of \$5,000.00 each, for a total of \$10,000.00, into the General Fund.

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

RESOLUTION #129-25

WHEREAS, Suffolk County Water Authority project 010-25-00-0020-200019694, installed a water main on Moriches Road and Fifty Acre Road., and

WHEREAS, the areas of the approximately 2,785 linear feet of installation are within the jurisdiction of the Village of Head of the Harbor, and

WHEREAS, the Village wishes to arrange for reimbursement in the sum of \$89,577.76 from the Suffolk County Water Authority for payment in lieu of restoration, and

WHEREAS, said agreement has been approved in form by the Village Attorney,

BE IT RESOLVED, to authorize Mayor Michael Utevsky to execute the Agreement in his official capacity.

- Public Hearing is scheduled for December 3, 2025 at 7PM for amendments to the Village Code to regulate vinyl siding and solar energy systems. Deer fencing draft is still under review.

Financials – Patricia A. Mulderig, Village Treasurer:

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

RESOLUTION #130-25

RESOLVED, to adopt Abstract Batch #'s 393 through and including 397 and 402 in the total amount of \$23,979.22 be paid from the General Fund.

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

RESOLUTION #131-25

RESOLVED, to adopt Abstracts TA #399 in the total amount of \$3,043.95 to be paid from the Trust & Agency Fund.

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

RESOLUTION #132-25

RESOLVED, the village treasurer is authorized and directed to make budget modifications to the 2025/2026 budget totaling \$110,027.87 for a net change of zero, as noted:

		VILLAGE OF HEAD OF THE HARBOR 2024/2025 BUDGET MODIFICATIONS 11/05/2025		
		BUDGET F/Y/E	BUDGET ADJUSTMENT	MODIFIED BUDGET
		02/28/2026	02/28/2025	02/28/2025
AA3501.000	CONSOLIDATED HIGHWAY AID	(90,000.00)	(260,000.00)	(350,000.00)
AA1320.400	AUDITOR	16,000.00	500.00	16,500.00
AA3620.200	BLDG INSPECTOR - EXP TELEPHONE	5,550.00	1,500.00	7,050.00
AA5112.200	PERMANENT ROAD IMPROVEMENTS	90,000.00	260,000.00	350,000.00
AA5142.430	STORM EMERGENCY EXPENSES	64,900.00	10,800.00	75,700.00
AA5182.400	STREET HYDRANTS	120.00	130.00	250.00
AA1990.00	CONTINGENCY	23,457.87	(12,930.00)	10,527.87
		<u>110,027.87</u>	<u>0.00</u>	<u>110,027.87</u>

- It was, upon motion by Trustee Fischer, second by Trustee Ogden, and unanimously adopted:
RESOLUTION #133-25
RESOLVED, to authorize and direct the village clerk to post and publish a Board of Trustees work session to be held on Wednesday, December 17, 2025 at 7 PM, 500 North Country Rd., St. James, NY 11780.

Highway Department - Frank Princevalli, Dir. of Highway Operations:

- Paving and cobblestone projects are occurring.
- Fall activities continue and winter prep beginning.

Building Department – Robert O’Shea, Building Inspector:

- Several permits issued.
 - Planning Board held a meeting and sent a recommendation letter to Zoning Board of Appeals regarding Nissequague Farms.
 - Architectural Review Board approved solar energy applications.
 - Zoning Board of Appeals held two cases open until November 17th, 2025.
- Trustee Fischer confirmed his approval of website privacy policy.

Police Department – Charles M. Lohmann, Police Chief:

- Case of “check washing” within St. James.

Public Comment

- Resident Steve Yazulla made comment regarding wires down at Route 25A and Three Sisters and aggressive pruning on Hitherbrook Road by utility company.
- It was, upon motion by Trustee Fischer, second by Trustee Diana and unanimously adopted, to move to executive session to discuss litigation. No action taken. It was, upon motion by Trustee Fischer, second by Trustee Ogden and unanimously adopted, to move back to public session.
- It was, upon motion by Trustee Fischer, second by Trustee Diana, and unanimously adopted:
RESOLUTION #134-25
RESOLVED, to buy back eligible minor medical claim, policy #8186454, claim #74835620, in the amount of \$173.91.

There being no other matters to be brought before the Board; it was, upon motion by Trustee Ogden, second by Trustee Fischer and unanimously adopted, to adjourn the meeting at 9:01 PM.

Respectfully Submitted,

Margaret O’Keefe
Village Administrator/Clerk