

**MINUTES OF THE MEETING OF  
THE BOARD OF TRUSTEES  
WEDNESDAY, DECEMBER 17, 2025**

The meeting of the Board of Trustees of the Incorporated Village of Head-of-the-Harbor was held on Wednesday, December 17, 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 Judith C. Ogden, Kathleen Diana and Trustee Jeffrey D. Fischer. Also, in attendance Village Administrator/Clerk, Margaret O'Keefe; Police Chief, Charles M. Lohmann; Building Inspector, Robert O'Shea and Village Treasurer, Patricia Mulderig. Not in attendance Dir. of Highway Operations, Frank Prinzevali; Village Attorney, Brian T. Egan and Village Engineer, Daniel Falasco.

Pledge of Allegiance.

**Mayor - Michael Utevsky:**

The Finance Committee to present a tentative 2026/2027 budget to the Board of Trustees.

- It was, upon motion by Trustee Fischer, second by Trustee Ogden, and unanimously adopted:  
**RESOLUTION #137-25**  
**RESOLVED**, in accordance with §5-508, the Board of Trustees hereby authorizes and directs the village clerk to post and publish notice of a public hearing on the village's 2026/2027 tentative budget to be held on Wednesday, January 7, 2026, at 7:00 PM to be held at Village Hall, 500 North Country Rd., St. James, NY 11780.
- It was, upon motion by Deputy Mayor Davidson, second by Trustee Ogden, and unanimously adopted:  
**RESOLUTION #138-25**  
**RESOLVED**, extending the residency requirement to include the County of Suffolk, the following individuals are appointed to serve as election inspectors for the March 18, 2026, General Election, namely Margaret Shutka, and Sharlene Wasserman, and Rosa Ahern election clerk. The Chief Election Officer is Margaret O'Keefe. Shifts shall be from 11:30 AM until 9:30 PM, compensation to be \$28.00 per hour. Oaths of Office are to be filed with the village clerk; W-9 forms are to be filed with the village treasurer.

**Financials – Patricia A. Mulderig, Village Treasurer:**

- It was, upon motion by Trustee Diana, second by Trustee Fischer, and unanimously adopted:  
**RESOLUTION #139-25**  
**RESOLVED**, to adopt Abstract Batch #'s 423-425 and 431 in the total amount of \$40,562.79 be paid from the General Fund.
- It was, upon motion by Trustee Fischer, second by Trustee Diana, and unanimously adopted:  
**RESOLUTION #140-25**  
**RESOLVED**, to adopt Abstract Batch Numbers #429 in the total amount of \$325.50 to be paid from the Trust & Agency Fund.
- It was, upon motion by Trustee Fischer, second by Deputy Mayor Davidson, and unanimously adopted:  
**RESOLUTION #141-25**  
**RESOLVED**, to authorize and direct the village treasurer to close the Connect One/FNBLI account and transfer the funds in the amount to the TD Bank account.
- It was, upon motion by Trustee Fischer, second by Deputy Mayor Davidson, and unanimously adopted:  
**RESOLUTION #142-25**  
**RESOLVED**, the village treasurer is authorized and directed to make budget modifications to the 2025/2026 budget totaling \$311,475.87 for a net change of zero, as noted:

		BUDGET	BUDGET	MODIFIED
		F/Y/E	ADJUSTMENT	BUDGET
		02/28/2026		02/28/2025
AA1410.910	RETIREMENT - VILLAGE EMPLOYEES	106,700.00	(6,400.00)	100,300.00
AA1420.410	LAW -GENERAL	54,000.00	25,000.00	79,000.00
AA1420.420	LAW - CODE ENFORCEMENT	7,100.00	1,000.00	8,100.00
AA3120.900	POLICE RETIREMENT	119,800.00	(14,600.00)	105,200.00
AA5110.250	DRAINAGE TRUCKING & DISPOSAL	13,500.00	1,500.00	15,000.00
AA5110.252	VACUUM TRUCK DRAINAGE	4,500.00	(1,650.00)	2,850.00
AA5110.310	HIGHWAY BUILDING REPAIRS & MAINTENANCE	500.00	150.00	650.00
AA1990.00	CONTINGENCY	5,375.87	(5,000.00)	375.87
		<u>311,475.87</u>	<u>0.00</u>	<u>311,475.87</u>

- It was, upon motion by Trustee Fischer, second by Deputy Mayor Davidson, and unanimously adopted:  
**RESOLUTION #143-25**  
**BE IT RESOLVED**, to hire Officer Sean Clarke as part-time, non-exempt, Police Officers at the hourly rate of \$43.36, not to exceed 20 hours per workweek maximum. This resolution is effective immediately. amount of \$2,349.50.

**Highway Department – Judith C. Ogden, Highway Commissioner:**

- Tree Code modifications. Much discussion ensued. No action taken.
- It was, upon motion by Trustee Fischer, second by Deputy Mayor Davidson, and unanimously adopted:  
**RESOLUTION #144-25**  
**RESOLVED**, to authorize and direct the village treasurer to release payment of \$1,000.00 to Dime Credit Card which is due prior to the Board of Trustees meeting.
- It was, upon motion by Deputy Mayor Davidson, second by Trustee Ogden and unanimously adopted, to move to executive session to discuss litigation at 8:40 pm. No action taken. It was, upon motion by Trustee Fischer, second by Deputy Mayor Davidson 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 Fischer, second by Trustee Ogden and unanimously adopted, to adjourn the meeting at 9:10 PM.

Respectfully Submitted,

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Margaret O'Keefe  
Village Administrator/Clerk