

**MINUTES OF THE MEETING OF
THE PLANNING BOARD
Tuesday, June 10, 2025 at 5:30 PM**

A meeting of the Planning Board of the Incorporated Village of Head-of-the-Harbor was held on Tuesday, June 10, 2025, at 5:30 PM at the Village Hall located at 500 North Country Rd., St. James, NY 11780. Those present were the following members Chairman Harlan J. Fischer, John Honkanen, Sally Lynch, Dale Salzberg and Jan Coughlan. Also in attendance, Village Counsel, Christopher Bianco; Environmental Planner, Patrick Cleary; Village Administrator/Clerk, Margaret O'Keefe; Building Inspector, Robert O'Shea and Village Engineer, Daniel Falasco.

Chairman Fischer convened the meeting and the following was discussed:

Applicant: Paparella
Location: Fifty Acre Rd. St. James NY 11780
Representatives: Mr. Nicohlas Cunha
Project: Lot line modifications – Site plans

Presentation made to the Board requesting lot line modifications at SCTM# 0801-7.-2.-8 and 0801.-7.-2.-9. Discussion ensued. Plans as presented require relief from the Zoning Board of Appeals. It was, upon motion by John Honkanen, second by Dale Salzberg, and unanimously adopted to authorize Chairman Fischer and Village Counsel to draft the Planning Board's recommendations on this matter to be submitted to the Zoning Board of Appeals. Transcript attached to the official minutes.

Chairman Fischer convened the public hearing:

Applicant: Monastery of the Glorious Ascension
Location: 481 North Country Rd. St. James NY 11780
Representatives: Mr. Joseph Buzzell, Esq.
Project: Site plan

Village Counsel and Mr. Buzzell presented an oral history of the application and its status. Submitted previously, and again this evening (marked Exhibit A):

- 7 photographs of the property and surrounding area
- Village of Head of the Harbor Board of Trustees resolution approving the application of the Monastery of the Glorious Ascension for a Special Use Permit
- Short Order Form, Supreme Court State of New York, Index. 609399/2024
- NYS PRHP letter, dated September 29, 2022
- Atlantic Traffic and Design Traffic Statement, Revised September 10, 2021
- Buzzell, Blanda & Visconti, LLP document, dated October 15, 2021

It was, upon motion by Dale Salzberg, and second by John Honkanen, and unanimously adopted to open the public comment period of the hearing. Official transcript attached hereto. Public comment was made by:

- Bollhofer, Joseph

It was, upon motion by Dale Salzberg, and second by John Honkanen, and unanimously adopted to close the public hearing.

It was, upon motion by John Honkanen, and second by Jan Coughlan, abstention by Dale Salzberg (4-1-0) and adopted, to authorize and direct the Village Counsel to draft a resolution and conditions for approval of the site plan.

It was, upon motion by John Honkanen, second by Sally Lynch, abstentions by Dale Salzberg and Jan Coughlan, (3-0-2) and adopted, the Planning Board minutes of April 8, 2025 were approved.

It was upon motion by Dale Salzberg, second by Sally Lynch, abstention John Honkanen, (4-0-1) and adopted, the Planning Board minutes of May 13, 2025 were approved.

There being no other matters to be brought before the Board; it was, upon motion by Dale Salzberg, and second by Jan Coughlan, and unanimously adopted the meeting was adjourned at 6:40 PM.

Respectfully submitted,

Margaret O'Keefe, Village Administrator/Clerk