

**MINUTES OF THE MEETING OF  
THE BOARD OF TRUSTEES  
WEDNESDAY, MAY 21, 2025**

The work session of the Board of Trustees of the Incorporated Village of Head-of-the-Harbor was held on Wednesday, May 21, 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 and Kathleen Diana. Not in attendance this evening Trustee Jeffrey D. Fischer. Also, in attendance Village Administrator/Clerk, Margaret O'Keefe; Village Counsel, Chris Bianco; Police Chief, Charles M. Lohmann; Village Treasurer, Patricia Mulderig; Building Inspector, Robert O'Shea and Dir. of Highway Operations, Frank Prinzevalli.

- Harbor Road update. No action taken.
- On Saturday, May 31<sup>st</sup> at 12:00 PM on Main Street local community members to rally to bring attention to Harbor Road and the pond.
- Handbook discussion ensued. No formal action taken.
- Road/cobblestone update. Discussion ensued on repair, not replace, of existing cobblestone discussed. No action taken.
- Mill Creek Road temporary road dismantling discussed. No formal action taken.
- It was, upon motion by Deputy Mayor Davidson, second by Trustee Ogden, and unanimously adopted:  
**RESOLUTION #030-25**  
**WHEREAS**, Frank Prinzevalli, Dir. of Highway Operations has deemed the Little Wonder Leaf Blower and the 2019 Sure-Trac trailer to be surplus equipment, and  
**WHEREAS**, the Board of Trustees concurs with his assessment,  
**BE IT RESOLVED**, to authorize and direct Mr. Prinzevalli and Village Clerk, Margaret O'Keefe to list said items for sale with Auctions International. Proceeds of the sale to be used to offset the expense of refurbishing the liner of the 2018 FORD dump truck.
- Special events legislation is in its draft stage, more development to occur. No action taken.

**Financials – Patricia Mulderig, Treasurer:**

- It was, upon motion by Trustee Ogden, second by Deputy Mayor Davidson, and unanimously adopted:  
**RESOLUTION #031-25**  
**RESOLVED**, to adopt Abstract Batch #'s 265, 266, 271, 273, 274 in the total amount of \$50,988.92 be paid from the General Fund.
- It was, upon motion by Trustee Ogden, second by Deputy Mayor Davidson, abstention by Trustee Diana and adopted (3-1-1):  
**RESOLUTION #032-25**  
**RESOLVED**, to accept the 2025/2026 Certiorari Adjustments in the amount of \$292.96 as noted.

It was, upon motion by Deputy Mayor Davidson, second by Trustee Ogden and unanimously adopted, to move to executive session to discuss personnel at 8:55 PM. It was, upon motion by Trustee Fischer, second by Trustee Ogden and unanimously adopted to move back to public session at 9:55 PM.

- It was, upon motion by Deputy Mayor Davidson, second by Trustee Diana, and unanimously adopted:  
**RESOLUTION #033-25**  
**WHEREAS**, the Village Administrator/Clerk, Margaret O'Keefe, has served on an as needed basis in the capacity of part time Typist Clerk for the Architectural Review Board since April 5, 2005 in addition to her regular duties; and  
**WHEREAS**, the Village Trustees are appreciative of the exemplary service provided by the Village Administrator/Clerk during the time she has been assigned this additional duty, but are desirous of improving workflows within Village Hall and to address the needs of the Building Department files digitized through the LGRMIF Grant with the Town of Smithtown;

**THEREFORE, BE IT RESOLVED**, that the Board hereby terminates Margaret O'Keefe from the position of Typist Clerk for the Architectural Review Board effective June 30, 2025; and  
**BE IT FURTHER RESOLVED**, that the Board establishes the part-time position of Typist Clerk for the Architectural Review Board with Suffolk County Civil Service; and  
**BE IT FURTHER RESOLVED**, that the Board hereby appoints Sharlene Wasserman to part-time position of Office Assistant for the Architectural Review Board at the hourly rate of \$24.00, with hours not to exceed an average of 12 per month, with a hire date of June 1, 2025.

- It was, upon motion by Trustee Ogden, second by Deputy Mayor Davidson, and unanimously adopted:  
**RESOLUTION #034-25**  
**WHEREAS**, the Board of Trustees wishes to acknowledge and thank Maureen Wiedersum for her years of dedicated service to the residents of Head of the Harbor, and  
**WHEREAS**, Maureen Wiedersum has submitted her resignation,  
**BE IT RESOLVED**, to accept the resignation of Maureen Wiedersum with an effective date of June 4, 2025.
- There being no other matters to be brought before the Board; it was, upon motion by Trustee Ogden, second by Deputy Mayor Davidson and unanimously adopted, to adjourn the meeting at 10:04 PM.

Respectfully Submitted,

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Margaret O'Keefe, Village Administrator/Clerk