

**MINUTES OF THE MEETING OF  
THE BOARD OF TRUSTEES  
WEDNESDAY, JUNE 4, 2025**

The meeting of the Board of Trustees of the Incorporated Village of Head-of-the-Harbor was held on Wednesday, June 4, 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 and Jeffrey D. Fischer. Not in attendance this evening Deputy Mayor Lisa Davidson; Trustee Kathleen Diana and Building Inspector, Robert O'Shea. Also, in attendance Village Administrator/Clerk, Margaret O'Keefe; Village Attorney, Brian T. Egan; Police Chief, Charles M. Lohmann; Village Treasurer, Patricia Mulderig (Late 7:07 PM); Building Inspector, Robert O'Shea and Dir. of Highway Operations, Frank Prinzevalli.

Pledge of Allegiance.

**Mayor Utevsky**

- Mayor Utevsky updated the audience on Harbor Road. Discussion ensued and he thanked the public for their efforts on the rally held to repair Harbor Road. Review of actions needed by other agencies is continuing. No further action taken.
- It was, upon motion by Trustee Fischer, second by Trustee Ogden, and unanimously adopted:  
**RESOLUTION #035-25**  
Minutes of May 7, 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 Ogden, second by Mayor Utevsky, abstention by Trustee Fischer and adopted (3-0-2):  
Minutes of May 21, 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 Ogden, second by Trustee Fischer, and unanimously adopted:  
**RESOLUTION #036-25**  
**RESOLVED**, to appoint Leora Vatash and Jeffrey Malken to the Tree Committee for a terms that expire April 2026.
- It was, upon motion by Trustee Ogden, second by Trustee Fischer, and unanimously adopted:  
**RESOLUTION #037-25**  
**WHEREAS**, the Village of Head of the Harbor will be discontinuing its in-house server and moving certain software applications to cloud-based services,  
**BE IT RESOLVED**, to authorize and direct Mayor Utevsky, or his designee, to execute the Hosting Services Agreement with Spectrum Software Solutions, a division of N. Harris Computer Corporation as described in the Quote/Contract Number MJB\_Head\_Harbor\_NY 11324. This resolution is subject to approval as to form by Village Counsel and with the changes to terms set forth with page 76 in the Treasurers Report page 76 with the creation date of May 28, 2025 in the amount of \$4,850.
- It was, upon motion by Trustee Ogden, second by Trustee Fischer, and unanimously adopted:  
**RESOLUTION #038-25**  
**WHEREAS**, the Village of Head of the Harbor has engaged Stafford Associates through a Managed Services Agreement for IT services, and  
**WHEREAS**, the onboarding of current equipment has been completed, and  
**WHEREAS**, Stafford Associates has developed 15 .GOV email accounts through Microsoft Office Subscriptions, and  
**WHEREAS**, Stafford Associates has provided a verbal quote of \$30/month to host the newly designed village website with SMS services to be developed at an additional price once the design is complete,  
**BE IT RESOLVED**, to authorize and direct Mayor Utevsky, or his designee, to execute documents with a quote date of April 3, 2025 and presented to the Board on May 21<sup>st</sup> and again on June 4, 2025,

**BE IT FURTHER RESOLVED**, to authorize and direct the village treasurer to release payment as described by the terms of the agreement upon receipt of an invoice for the same.

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- It was, upon motion by Trustee Fischer, second by Trustee Ogden, and unanimously adopted:  
**RESOLUTION #039-25**  
**BE IT RESOLVED**, to authorize and direct the village clerk to cause the village's monthly account with Altice to be upgrade to 1 GIG.

**Financials – Patricia Mulderig, Treasurer:**

- Adoption of Treasurer's Report and was tabled.

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

- Discussion regarding Suffolk County Water Authority's road opening on Moriches Road.
- Paving estimates for Fox Meadow and Shep Jones are on budget.
- It was, upon motion by Trustee Fischer, second by Trustee Ogden, and unanimously adopted:  
**RESOLUTION #040-25**  
**RESOLVED**, to authorize the Town of Smithtown Highway Department to repave the asphalt portion of Shep Jones and Fox Meadow Lane, as described in their proposal dated 6/4/2025, at an estimated cost \$26,660.70 pursuant to an existing Intermunicipal Agreement with the Town of Smithtown. Copy of the proposal shall be affixed to the official minutes.
- Discussion ensued regarding cobblestone curbing. No action taken.
- Discussion regarding basin cleaning; debate on hiring an outside contractor or in-house seasonal help. No action taken.

**Building Inspector - Robert O'Shea:**

- Oral report provided by Village Clerk, Margaret O'Keefe in the absence of Robert O'Shea.
- Inquiring regarding potential violations on Watercrest.
- Discussion regarding Timothy Lane activity.

**Police Department – Charles M. Lohmann, Police Chief:**

- It was, upon motion by Trustee Fischer, second by Trustee Ogden, and unanimously adopted:  
**RESOLUTION #041-25**  
**RESOLVED**, to accept the resignation for the purposes of retirement from Officer Walter Justincic with an effective date of May 26, 2025, and  
**BE IT RESOLVED**, to hire Officers Connor Shawn Morse, Renato Altamirano and Thomas Lee Keenan as part-time, non-exempt, Police Officers at the hourly rate of \$43.36, not to exceed 20 hours per workweek maximum with a hire date of June 25, 2025.

**Other Matters:**

- Bicycle Club to be contacted regarding current traffic patterns.

**Public Comment:**

- Mr. & Mrs. Kral, 16 Emmet Way, expressed concerns regarding potential Code violations and inquired about various village procedures.
- 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 8:53 PM.

Respectfully Submitted,

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Margaret O'Keefe, Village Administrator/Clerk