

**MINUTES OF THE MEETING OF
THE BOARD OF TRUSTEES
WEDNESDAY, JULY 2, 2025**

The meeting of the Board of Trustees of the Incorporated Village of Head-of-the-Harbor was held on Wednesday, July 2, 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; Village Treasurer, Patricia Mulderig and Building Inspector, Robert O’Shea. Not in attendance Dir. of Highway Operations, Frank Prinzevalli.

Pledge of Allegiance.

Mayor - Michael Utevsky:

- Harbor Road update. Inquiries from the public, Mr. and Mrs. Griffin, Mr. Seamen, Esq., and Dr. Michael Fishkin. No action taken.
- Michael Vincenti, Stafford Associates provided an update to the Board on the IT services project. No action taken.

- It was, upon motion by Trustee Ogden, second by Trustee Fischer, abstention by Trustee Diana and adopted (4-0-1):

RESOLUTION #043-25

Minutes of June 4, 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 #044-25

Minutes of June 25, 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 Diana, and unanimously adopted:

RESOLUTION #045-25

FURTHER RESOLVED, the village clerk is hereby authorized and directed to post and publish a public hearing for Local Law (Intro.) NO. 1 of 2025, “A LOCAL LAW OF THE VILLAGE OF HEAD OF THE HARBOR ADDING Chapter 138 of the Village Code. Said hearing is to be held on Wednesday, August 6, 2025 at 7 PM, time then in effect, at Village Hall, 500 North Country Rd., St. James, New York 11780.

Financials – Patricia Mulderig, Treasurer:

- It was, upon motion by Trustee Fischer, second by Trustee Diana, and unanimously adopted:
RESOLUTION #046-25
RESOLVED, to adopt Abstract Batch #278, 281, 285, 287, 288 in the total amount of \$24, 119.81 be paid from the General Fund.
- It was, upon motion by Trustee Fischer, second by Trustee Diana, and unanimously adopted:
RESOLUTION #047-25
RESOLVED, to adopt Abstract Batch #283 in the total amount of \$700.00 be paid from the Trust & Agency Account.
- It was, upon motion by Trustee Fischer, second by Trustee Diana, and unanimously adopted:
RESOLUTION #048-25
RESOLVED, to adopt Abstract Batch #300 in the total amount of \$2,233.05 be paid from the General Fund.
- It was, upon motion by Trustee Fischer, second by Trustee Diana, and unanimously adopted:
RESOLUTION #049-25
RESOLVED, to adopt Abstract Batch #302 in the total amount of \$987.54 be paid from the General Fund.

- It was, upon motion by Trustee Fischer, second by Trustee Diana, and unanimously adopted:
RESOLUTION #050-25
RESOLVED, the village treasurer is authorized and directed to make budget modifications to the 2024/2025 budget totaling \$834,124.08 for a net change of zero, as noted:

| | BUDGET F/Y/E | 2/28/2025 | BUDGET ADJUSTMENT | MODIFIED BUDGET | 2/28/2025 |
|------------|-------------------------------------|-------------------|----------------------|--------------------|-----------|
| AA1520.00 | POLICE GRANTS | 0.00 | (21,675.00) | (21,675.00) | |
| AA2705.00 | GIFTS & DONATIONS | (30,000.00) | (67,000.00) | (97,000.00) | |
| AA1325.100 | TREASURER - PERSONAL SVC | 72,729.89 | 855.00 | 73,584.89 | |
| AA1325.220 | TREASURER - OFFICE SUPPLIES | 4,950.00 | (645.00) | 4,305.00 | |
| AA1325.400 | TREASURER - SOFTWARE | 11,000.00 | 4,150.00 | 15,150.00 | |
| AA1325.800 | TREASURER - BENEFITS | 5,732.84 | (210.00) | 5,522.84 | |
| AA1410.100 | CLERK - PERSONAL SERVICE | 98,197.54 | 9,500.00 | 107,697.54 | |
| AA1410800 | CLERK- BENEFITS | 18,455.63 | (10,080.00) | 8,375.63 | |
| AA1420.410 | LAW - GENERAL | 52,000.00 | 4,250.00 | 56,250.00 | |
| AA1420.420 | LAW - CODE ENFORCEMENT | 4,000.00 | (500.00) | 3,500.00 | |
| AA1440.410 | ENGINEER | 13,000.00 | 350.00 | 13,350.00 | |
| AA1620.220 | VILLAGE HALL RENOVATION PROJECT | 2,500.00 | (2,500.00) | 0.00 | |
| AA1620.230 | VILLAGE HALL JANITORIAL SUPPLIES | 1,000.00 | (120.00) | 880.00 | |
| AA1620.250 | VILAGE HALL EQUIPMENT | 0.00 | 120.00 | 120.00 | |
| AA1620.800 | VILLAGE HALL REPAIRS & MAINTENANCE | 6,100.00 | (847.00) | 5,253.00 | |
| AA1680.210 | COMPUTER EQUIP & PROF SERVICES | 12,400.00 | 500.00 | 12,900.00 | |
| AA3120.210 | POLICE EQUIP RADIOS | 4,000.00 | 19,300.00 | 23,300.00 | |
| AA5110100 | STREET MAINT - PERS SERVICE | 209,897.21 | (800.00) | 209,097.21 | |
| AA5110.211 | STREET MAINT GAS & OIL | 12,000.00 | 1,000.00 | 13,000.00 | |
| AA5110.300 | STREET MAINT - DOUBLE TIME | 10,550.00 | 800.00 | 11,350.00 | |
| AA5110.221 | STREET MAINT NORMAL MAT & MATERIALS | 1,500.00 | (1,200.00) | 300.00 | |
| AA5110.225 | STREET MAINT - \$1000 | 5,000.00 | (500.00) | 4,500.00 | |
| AA5110.800 | STREET MAINT - BENEFITS | 16,363.14 | 700.00 | 17,063.14 | |
| AA5112.200 | PERMANENT ROAD IMPROVEMENTS | 290,069.83 | 67,000.00 | 357,069.83 | |
| AA9050.800 | UNEMPLOYMENT INSURANCE | 9,650.00 | 580.00 | 10,130.00 | |
| AA1990.000 | CONTINGENCY | 3,125.00 | (3,125.00) | 0.00 | |
| | | <u>834,124.08</u> | <u>0.00</u> | <u>834,124.08</u> | |

Highway Commissioner – Judith C. Ogden:

- Several projects to be done in conjunction with the Town of Smithtown. No action taken.
- Discussion ensued regarding pending paving projects. No action taken.
- Resident Dr. Fishkin requested that the public easement on Shep Jones be cleared.

Building Inspector - Robert O'Shea:

- Various building department permits were issued.
- Planning Board to next meet on Tuesday, August 12, 2025 at 5:30 PM.
- At the July Architectural Review Board meeting 2 solar applications were reviewed. Both applicants will be reappearing before the Board next month. Review of draft legislation occurred. No action taken.

Police Department – Charles M. Lohmann, Police Chief:

- It was, upon motion by Trustee Ogden, second by Trustee Diana, and unanimously adopted:
RESOLUTION #051-25
BE IT RESOLVED, to reaffirm resolution #041-25, the hire of Officer Renato Altamirano to afford him the opportunity to file his Oath of Office for a hire date of June 26, 2025, and
BE IT FURTHER RESOLVED, as requested by Suffolk County Civil Service, to authorize Mayor Utevsky to execute a renewed CS-500 for Part-Time Police Officers.
- It was, upon motion by Trustee Ogden, second by Trustee Diana and unanimously adopted, to move to executive session at 8:37 PM to discuss personnel. No action taken. It was, upon motion by Trustee Ogden, second by Trustee Diana and unanimously adopted, to move back to public session at 9:08 PM.
- It was, upon motion by Trustee Ogden, second by Trustee Diana, and unanimously adopted:
RESOLUTION #052-25
RESOLVED, the Police Department night differential will be increased to \$100.00/ per shift. This resolution is effective retroactively to June 29, 2025.

There being no other matters to be brought before the Board; it was, upon motion by Trustee White, second by Deputy Mayor Davidson and unanimously adopted, to adjourn the meeting at 9:58 PM.

Respectfully Submitted,

Margaret O'Keefe
Village Administrator/Clerk