MINUTES OF THE MEETING OF
THE BOARD OF TRUSTEES
WEDNESDAY, SEPTEMBER 3, 2025

The meeting of the Board of Trustees of the Incorporated Village of Head-of-the-Harbor was held on Wednesday, September 3, 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; Village Attorney, Brian T. Egan; Police Chief, Charles M. Lohmann; Building Inspector, Robert O'Shea and Dir. of Highway Operations, Frank Prinzevalli. Not in attendance Village Treasurer, Patricia Mulderig.

Pledge of Allegiance.

Harbor Road update. Inquires from resident Kevin Seaman. Discussion ensued. No action taken.

- It was, upon motion by Deputy Mayor Davidson, second by Trustee Ogden, and unanimously adopted:
  RESOLUTION #078-25
  RESOLVED, to authorize the rental agreement with U.S. Rent-a-Fence at a cost of $1,010.00 for 12-month rental, installation at Harbor Rd., east of Mill Creek Rd.

Mayor - Michael Utevsky:

- It was, upon motion by Trustee Diana, second by Deputy Mayor Davidson, abstention Trustee Fischer and adopted (4-0-1):
  RESOLUTION #079-25
  Minutes of August 6, 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 Fischer, second by Deputy Mayor Davidson, and unanimously adopted:
  RESOLUTION #080-25
  RESOLVED, to authorize and direct the DNS pointers for the new website be released by Stafford Associates thereby disabling the website in its previous form and releasing the updated version.

- It was, upon motion by Trustee Ogden, second by Deputy Mayor Davidson, and unanimously adopted:
  RESOLUTION #081-25
  RESOLVED, to authorize Mayor Michael D. Utevsky, in his official capacity, to execute the liability insurance agreement with National Union/GPP, with a policy effective date of August 28, 2025-2026, presented through Salerno Brokerage Corp., 117 Oak Drive, Syosset, NY in the amount not to exceed $99,636.80, and
  BE IT RESOLVED, that spousal liability insurance is waived and that payments are to be made in two installments at no additional expense to the village,
  BE IT FURTHER RESOLVED, to authorize and direct village treasurer to release the 1st installment payment in the amount of $49,853.80 immediately upon receipt.

  Tabled – Special Events Application and Permit Fee to be revisited at the next Trustees work session.

- It was, upon motion by Deputy Mayor Davidson, second by Trustee Fischer, and unanimously adopted:
  RESOLUTION #082-25
  WHEREAS, US EPA funding through the Long Island Sound Partnership has made funding available to the Long Island Sound Resilience Planning Support Program, and
  WHEREAS, the Village of Head of the Harbor is now considered an Awardee of the program, and
  WHEREAS, Hayduk Engineering LCC has been selected by the program as the Contractor to develop conceptual plans for stormwater remediation in the Village of Head of the Harbor, and
  WHEREAS, upon the successful establishment of an agreement between Cornell University and Hayduk Engineering funding will be awarded directly to Hayduk Engineering,
  THREFORE BE IT RESOLVED, to authorize Mayor Utevsky and Trustee Ogden to execute the letter of intent in their official capacity.

- It was, upon motion by Trustee Ogden, second by Deputy Mayor Davidson, and unanimously adopted:
  RESOLUTION #083-25 Deemed read into the record in its entirety

WHEREAS, all of Suffolk County has exposure to natural hazards that increase the risk to life, property, environment and the County's economy, and
WHEREAS, pro-active mitigation of known hazards before a disaster event can reduce or eliminate long-term risk to life and property, and
WHEREAS, The Disaster Mitigation Act of 2000 (Public Law 106-390) established new requirements for pre and post disaster hazard mitigation programs, and
WHEREAS, a coalition of Suffolk County municipalities with like planning objectives has been formed to pool resources and create consistent mitigation strategies to be implemented within each partners identified capabilities, within Suffolk County, and
WHEREAS, the coalition has completed a planning process that engages the public, assesses the risk and vulnerability to the impacts of natural hazards, develops a mitigation strategy consistent with a set of uniform goals and objectives, and creates a plan for implementing, evaluating and revising this strategy,
NOW, THEREFORE, BE IT RESOLVED, that the Inc. Village of Head of the Harbor authorizes Mayor Michael Utevsky to execute a letter of intent to participate in the Multi-Jurisdictional Hazard Mitigation Plan 2025 Update Project, and
BE IT FURTHER RESOLVED, to identify the primary contact as Mayor Michael Utevsky, secondary contact as Deputy Mayor Lisa Davidson, and NFIP Floodplain Manager as Building Inspector, Robert O'Shea.

- Newsletter is ready to be mailed. No action taken.
- Harbor Day - Saturday, September 6, 2025 11:00 AM – 3:00 PM. No action taken.

Financials –

- It was, upon motion by Trustee Fischer, second by Trustee Diana, and unanimously adopted:
  RESOLUTION #084-25
  RESOLVED, to adopt Abstract Batch #338-340, 343 and 346 in the total amount of $23,856.76 to be paid from the General Fund.

- It was, upon motion by Trustee Fischer, second by Trustee Diana, and unanimously adopted:
  RESOLUTION #085-25
  RESOLVED, to adopt previously presented Abstract Batch #348 in the total amount of $2,365.00 to be paid from the Trust & Agency Fund.

- It was, upon motion by Trustee Fischer, second by Trustee Ogden, and unanimously adopted:
  RESOLUTION #086-25
  RESOLVED, to authorize and direct the village treasurer to transfer the remaining ARPA funds in the amount of $4,566.23 to the General Fund for the following expenditures:

Hewlett Packard	HP EliteOne 840g	$ 1,592.91
Hewlett Packard	HP LIPro MFP printer	$ 420.12
Hewlett Packard	HP Elite SFF 800	$ 1,414.71
WB Mason	HP ProBook 16	$ 1,267.99

- It was, upon motion by Trustee Fischer, second by Trustee Diana, and unanimously adopted:
  RESOLUTION #087-25
  WHEREAS, in accordance with Village Code the following individuals deposited monies for the purpose of establishing a Trust & Agency Account in connection with either a Zoning Board or Planning Board hearing requests, and
  WHEREAS, the Building Inspector, Robert O'Shea has confirmed that the release of the balance of each T& A account is appropriate,
  BE IT RESOLVED, to authorize and direct the village treasurer to refund the balance of the T&A accounts as outlined below:

T & A#1000	$2,000.00	Aalon Park/Shore Farm Underpass- 200 Harbor Rd., Stony Brook, NY 11780
T & A#0997	$1,551.69	Hansen Arbor Lane- 1 Arbor Lane, St. James, NY 11780
T & A#1041	$2,070.25	Leighton- 54 Harbor Hill Rd., PO Box 2096, St. James, NY 11780
T & A#1040	$2,329.75	Rinear- 477 North Country Rd., St. James, NY 11780
T & A#1036	$ 905.00	Zweig- 7 Emmet Way, Stony Brook, NY 11790

Highway Commissioner – Judith C. Ogden:

- Remediation of removal temporary access road to begin.
- Suffolk County Water Authority to repave Moriches Road once the water system is repaired and connections complete. Estimated date for paving is late October 2025.

- Having not received the anticipated sale value, the Board of Trustees rejected the bids received from Auctions Internation of the Little Wonder Leaf Blower and the 2019 Sure-Trac trailer.

Police Department – Charles M. Lohmann, Police Chief:
- Sign stolen from fence on Harbor Road.
- Complaint about noise issues.

Building Inspector - Robert O'Shea:
- Several permits issued.
- Planning Board met on August 12, 2025, letters of recommendation will be forth coming.
- Architectural Review Board reviewed several solar applications.
- Several Zoning Board of Appeals denials written.

- It was, upon motion by Trustee Fischer, second by Deputy Mayor Davidson, and unanimously adopted:
  RESOLUTION #088-25
  WHEREAS, the Board of Trustees wishes to acknowledge and thank George Layburn for his years of dedicated service to the residents of Head of the Harbor as Architectural Review Board Member, and
  WHEREAS, Mr. Layburn has submitted his resignation,
  BE IT RESOLVED, to accept his resignation and appoint Alexandra Leighton, currently serving as alternate, to fulfill his term.

- It was, upon motion by Deputy Mayor Davidson, second by Trustee Ogden, and unanimously adopted:
  RESOLUTION #089-25
  WHEREAS, the Board of Trustees wishes to acknowledge and thank John Honkanen for his years of dedicated service to the residents of Head of the Harbor as Planning Board Member, and
  WHEREAS, Mr. Honkanen has submitted his resignation,
  BE IT RESOLVED, to accept the resignation of John Honkanen and appoint Daniel Dresch to fulfill the remainder of this term, and
  BE IT FURTHER RESOLVED, to appoint Planning Board Member Dale Salzberg as the liaison to the Joint Coastal Commission.

- It was, upon motion by Deputy Mayor Davidson, second by Trustee Ogden, and unanimously adopted:
  RESOLUTION #090-25
  RESOLVED, to authorize and direct the village clerk to post and publish a Board of Trustees work session to be held on Wednesday, September 17, 2025 at 7 PM, 500 North Country Rd., St. James, NY 11780, and
  BE IT FURTHER RESOLVED, to authorize and direct the village clerk to post and publish a Board of Trustees meeting to be held on Wednesday, October 8, 2025 at 7 PM, 500 North Country Rd., St. James, NY 11780, and, further, to post notice of the cancellation of the previously schedule October 1, 2025 7 PM Board of Trustees meeting.

- It was, upon motion by Trustee Fischer, second by Deputy Mayor Davidson, and unanimously adopted:
  RESOLUTION #091-25
  WHEREAS, the Board of Trustees retains architectural review jurisdiction over the Church design in conjunction with the Special Permit application for the Monastery of the Glorious Ascension, 481 North Country Rd., St. James, NY 11780, and
  WHEREAS, the proposed structure is in the Village Historic District,
  BE IT RESOLVED, to appoint Zachary Studenroth, a well-known Long Island historian and historic district architectural consultant to assist the Board, and
  BE IT FURTHER RESOLVED, to request a deposit from the applicant for reimbursement of Mr. Studentroth's professional consultant fee of $3,250.00, that amount being one-half of the total maximum reimbursable consultant fee allowable under the code.

- It was, upon motion by Trustee Fischer, second by Trustee Diana and unanimously adopted, to move to executive session at 9:04 PM to discuss personnel. No action taken. It was, upon motion by Trustee Fischer, second by Deputy Mayor Davidson and unanimously adopted, to move back to public session.

- It was, upon motion by Trustee Ogden, second by Trustee Diana, and unanimously adopted:
  RESOLUTION #092-25

RESOLVED, to appoint Gabriel De Los Santos, as full-time laborer, a non-exempt, at will employee to receive $23.00/hr. and benefits in accordance with village policies, with an effective hire date immediately upon the receipt of a successfully approved background investigation and confirmation of clean driving abstract.,
BE IT FURTHER RESOLVED, to authorize and approve an increase to $25.00/hr. upon Mr. De Los Santos successfully obtaining a NYS CDL license.

- It was, upon motion by Trustee Ogden, second by Deputy Mayor Davidson, and unanimously adopted:
  RESOLUTION #093-25
  RESOLVED, to increase Steve Nater's pay rate to $40./hour, as an on-call, temporary, part-time laborer ineligible for overtime pay, although eligible for rate increases in accordance with the employee policy for emergency call-in work.

There being no other matters to be brought before the Board; it was, upon motion by Trustee Fischer, second by Trustee Diana and unanimously adopted, to adjourn the meeting at 9:25 PM.

Respectfully Submitted,

Margaret O'Keefe
Village Administrator/Clerk