

**MINUTES OF THE ORGANIZATIONAL MEETING OF
THE BOARD OF TRUSTEES
Monday, APRIL 6, 2026**

The organizational meeting of the Board of Trustees of the Incorporated Village of Head-of-the-Harbor was held on Monday, April 6, 2026 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 Jeffrey D. Fischer, Trustees Judith C. Ogden, Kathleen Diana and Trustee Robert Kent. Also, in attendance Police Chief, Charles M. Lohmann; Village Administrator/Clerk, Margaret O'Keefe and Village Treasurer, Carolanne Darrigo. Not in attendance Village Counsel, Brian Egan; Building Inspector, Robert O'Shea and Dir. of Highway Operations, Frank Prinzevalli.

Pledge of Allegiance.

- Mayor Utevsky recognized and thanked village personnel, many of whom who exceed their job descriptions, to assist with the critical effort of completing the Suffolk County Hazard Mitigation Plan.
- Suffolk County Water Authority to install new water mains in the Pond Woods area of the village. Dates of the proposed improvements will be announced once confirmed.
- Ronald Borgese v. Inc Village of Head of the Harbor was dismissed with prejudice.
- The New York State Department of Labor audit that commenced in Fall of 2025 is now complete. Citations noted in Inspection Number 1845376 have all been abated, the final report is anticipated to be received shortly.

- It was, upon motion by Trustee Ogden, second by Trustee Diana, and unanimously adopted:

RESOLUTION #001-26

WHEREAS, a "fun run" event has been scheduled to take place on Village Roads on May 9, 2026, with proceeds to be used for the benefit of the new Ronald McDonald House at Stony Brook University Hospital; and

WHEREAS, Ronald McDonald House is used for overnight stays and related services by families who have children admitted to the Hospital; and

WHEREAS, the Village of Head of the Harbor desires to assist this fund-raising event;

NOW, THEREFORE, BE IT RESOLVED, that the Village of Head of the Harbor welcomes the use of its roads for said fun run event on May 9, 2026; and

The Village authorizes its Police Department to provide necessary traffic control to assist with the event, at the expense of the Village.

- It was, upon motion by Trustee Ogden, second by Trustee Diana, and unanimously adopted:

RESOLUTION #002-26

Appointments

Pursuant to Village Law §4-400 the following offices will be filled by Mayoral appointment.

Position	Term	Incumbent
Deputy Mayor	2 years	Jeff Fischer
Village Administrator/Clerk	2 years	Margaret O'Keefe
Village Treasurer	2 years	Carolanne Darrigo
Court Clerk	2 years	Carolanne Darrigo
Justice Court Clerk	2 years	Jacqueline Kessler
Account Clerk	2 years	Jacqueline Kessler
Temporary Account Clerk	End April 30	Patricia Mulderig
Special Prosecutors	1 year	Suffolk ADA
Building Inspector	1 year	Robert O'Shea
Lieutenant	1 year	Charles Lohmann
Officer w/Admin. Duties	1 year	Daniel Kirby
Planning Board	5 years	Jan Coughlan

Architectural Review Board	5 years	Garrett Bergen
Joint Coastal Commission	3 years	Giovanna Curti
	3 years*term correction	Michael Vincenti
Zoning Board of Appeals	5 years	William Anderson
Village Historian	1 year	Leighton Coleman
Highway Commissioner	1 year	Judith C. Ogden
Tree Committee	1 year	Judith C. Ogden
	1 year	Damien Napoli
	1 year	Steve Yazulla
	1 year	Michael Gargiulo
	1 year	Giovanna Curti
	1 year	Leora Vatash
	1 year	Jeffrey Malken

- It was, upon motion by Deputy Mayor Fischer, second by Trustee Kent, and unanimously adopted:

RESOLUTION #003-26

WHEREAS, on February 4, 2026 Patricia Mulderig resigned from the position of Village Treasurer, effective April 6, 2026; and

WHEREAS, the Village Board of Trustees accepted this resignation with appreciation for her service and dedication to the Village of Head of the Harbor; and

WHEREAS, in order to ensure a smooth, efficient, and seamless transition of financial records and responsibilities, the Village Board desires to utilize the expertise and institutional knowledge of Ms. Mulderig to assist during a transition period; and

WHEREAS, Patricia Mulderig is willing to serve in a temporary, part-time capacity to assist the new Treasurer for the period of April 6, 2026 through April 30, 2026, and

WHEREAS, all usernames, passwords and village access to outside agencies be transferred from Ms. Mulderig to the new Treasurer, Carolanne Darrigo on or about April 6, 2026, and

WHEREAS, Suffolk County Civil Service approved the title of temporary Account Clerk to aid in this transition;

BE IT RESOLVED, that the Village Board of Trustees hereby authorizes the employment of Patricia Mulderig as a part-time Account Clerk to assist with the transition, effective from April 6, 2026 to April 30, 2026, at her current weekly rate, for which she will work part-time hours totaling 15 per week; this temporary position is non-benefited and shall terminate automatically after one month;

BE IT FURTHER RESOLVED, after April 30, 2026, Ms. Mulderig will also receive the value of any unused accrued vacation time not to exceed 5 weeks.

- It was, upon motion by Deputy Mayor Fischer, second by Diana, and unanimously adopted:

RESOLUTION #004-26

WHEREAS, to comply with auditor comments and ensure the proper oversight of village financial functions,

BE IT RESOLVED, to appoint Trustee Robert E. Kent as a member of the Finance Committee to review all bank reconciliations and bank statements for all Village accounts, and

BE IT FURTHER RESOLVED, to appoint Trustee Kathleen Diana as a member of the Finance Committee to perform as claims auditor and review all vouchers for accuracy and documentation.

- It was, upon motion by Trustee Ogden, second by Deputy Mayor Fischer, and unanimously adopted:

RESOLUTION #005-26

RESOLVED TO REAFFIRM, past practice has afforded, part-time, hourly, office employees paid vacation benefit time equal to the average hours worked for a two-week period after one year of employment,

BE IT RESOLVED, to authorize and direct the benefit be applied to the Justice Court Clerk Personnel and the Architectural Review Board Secretary. This resolution is effective retroactively to their respective dates of hire.

- The following resolutions were deemed read into the record in their entirety. Draft copies were provided to the Board and the public. It was, upon motion by Deputy Mayor Fischer, second by Trustee Ogden, and unanimously adopted:

RESOLUTION #006-26

Official Newspaper

WHEREAS, the Board of Trustees has determined that §35 of General Municipal Law requires the designation of an official newspaper; now, therefore

BE IT RESOLVED, the Board of Trustees designates The Smithtown News as the official newspaper of the village.

Investment Policy

Pursuant to Law and Code the Village's Investment Policy

RESOLVED, to reaffirm the Investment Policy of the Village of Head of the Harbor.

Designating Depositories

WHEREAS, the Board of Trustees has determined that Village Law § 4-412(3)(2) requires the designation of banks or trust companies for the deposit of all village monies; now therefore,

BE IT RESOLVED, the Board of Trustees designates ConnectOne, 185 E. Main St. #104, Smithtown, NY 11787; Dime Bank (previously known as Bridgehampton National Bank), 898 Veterans Hwy., Hauppauge, NY 11788; TD Bank, 621 Lake Ave. St. James, NY 11780; and NY Class, 717 17th Street, Suite 1850, Denver, Colorado 80202 as the official depositories of all monies received by the village clerk and treasurer.

BE IT FURTHER RESOLVED, to authorize and direct the village treasurer to take the steps necessary to authorize payment from village depositories with one authorized signature on payments less than \$2,500.00.

BE IT FURTHER RESOLVED, authorized signatories are the Mayor, Deputy Mayor, Village Treasurer and Village Clerk.

Designated Posting Locations

Pursuant to Open Meetings Law Article 7

RESOLVED, the Board of Trustees designates that public notices shall be posted upon the official bulletin boards at Village Hall, 500 North Country Rd., St. James, NY, the corner of Harbor Hill Rd. & Three Sisters Rd., the corner of Moriches Rd. & Fifty Acre Rd., the corner of Three Sisters Rd. & Gate Rd., and the village's official website HeadoftheHarborNY.gov.

Dates for Regular Meetings & next organizational meeting

WHEREAS, pursuant to Open Meetings Law Article 7 the Board of Trustees has the authority and obligation to fix the time and place of its regular meetings; and

WHEREAS, the Board of Trustees hereby adopts the following meeting schedule for the organizational year of April 2025 -April 2026:

- Board of Trustees, generally 1st Wednesday of each month at 7:00 PM, expressly;

Monday, April 6, 2026

Wednesday, May 6, 2026

Wednesday, June 3, 2026

Wednesday, July 1, 2026

Wednesday, August 5, 2026

Wednesday, September 2, 2026

Wednesday, October 7, 2026

Wednesday, November 4, 2026

Wednesday, December 2, 2026

Wednesday, January 6, 2027

Wednesday, February 3, 2027

Wednesday, March 3, 2027

Wednesday, April 7, 2027

WHEREAS, all said meetings will be held at Village Hall, 500 North Country Rd., County of Suffolk, St. James, New York 11780 at 7 PM, time then in effect,

BE IT RESOLVED, that the village clerk is hereby authorized and directed to notify the news media, and publish & post said notice as required.

Dates for Boards & Committees

WHEREAS, the Board of Trustees, upon having received consent from the various board and committee chairs, hereby adopts the following meeting schedule for the organizational year of April 2026- April of 2027:

- ☐ Architectural Review Board, 1st Tuesday of each month at 7 PM
- ☐ Planning Board, 2nd Tuesday of each month at 5:30 PM
- ☐ Zoning Board of Appeals, 3rd Monday of each month at 7 PM month when hearings are scheduled

WHEREAS, all said meetings above will be held at Village Hall, 500 North Country Rd., County of Suffolk, St. James, New York 11780, and

WHEREAS, upon having received consent from the committee chairs, hereby adopts the following meeting schedule for the organizational year of April 2026- April of 2027:

- ☐ Joint Coastal Commission, 1st Thursday of each month at 7:00 PM

WHEREAS, the Joint Coastal Commission meetings will be held at Nissequogue Village Hall, 631 Moriches Rd., County of Suffolk, St. James, New York 11780 or at Head of the Harbor Village Hall, 500 North Country Rd., St. James, New York 11780 at 7:00 PM at the direction of Board Chair;

BE IT RESOLVED, that the village clerk is hereby authorized and directed to notify the news media, and publish & post said notices as required.

Advance Approval Of Claims

Pursuant to Village Law §5-524(6)

RESOLVED, that the village treasurer is authorized from time to time, and as need arises, to pay as presented and due, without prior audit or approval under §5-524 of the Village Law, but subject to later prompt audit and approval under §5-524 of Village Law, payment to the State Comptroller's Office monies owed to them by the Village Justice Court in the regular course of business, public utility services, postage, freight, express charges, health insurance premiums for staff, NYS retirement contributions as required, NYS Insurance Fund as required, gasoline charges, photocopier charges, justice court expenses provided for in their annual budget and all contractual obligations previously accepted by resolution, and

BE IT FURTHER RESOLVED, that the village treasurer is authorized, as need arises, to pay payment for claims that may come due prior to the next meeting of the Board of Trustees provided that: (a) said claim is audited and authorized by the appropriate Village Official or Department Head, (b) by poll reviewed and approved by a quorum of the Board of Trustees, and (c) the Abstract is presented at the next meeting of the Board of Trustees for ratification.

Mileage Allowance

Pursuant to Village Law §5-524(7)

WHEREAS, the Board of Trustees wishes to establish the mileage reimbursement rate in accordance with NYS Comptroller guidelines at the time of travel, and

WHEREAS, this reimbursement rate is applicable to village officers and employees who use their personal automobiles while performing official Village duties,

NOW THEREFORE BE IT RESOLVED, this resolution is effective immediately.

Attendance at Schools and Conferences

Pursuant to General Municipal Law §77-b

WHEREAS, there is to be held during the coming official year a) the New York State Conference of Mayors Annual Meeting and Training School; b) the New York State Conference of Mayors and Fall Training School for Fiscal Officers and Municipal Clerks; c) the New York State Conference of Mayors Public Works School; d) Cornell Municipal Clerks Institute; e) the Long Island Village Clerks & Treasurers Association meetings; f) Village Justice Court Clerks Association; g) Judicial Training, and various State and Local Governmental Agency training, and

WHEREAS, attendance by certain municipal officials and employees at one or more of these meetings, conferences or schools benefits the municipality; and

WHEREAS, budget guidelines have been established in the 2026/2027 budget, and

WHEREAS, meal allowances, when not included in conference packages, shall follow the NYS Comptroller guidelines, and

WHEREAS, incidental expenses such as tips to bellmen, porters, hotel maids, etc., continue to be included in the allowances, and

NOW, THEREFORE BE IT RESOLVED:

That the following officers and employees are authorized to attend the following schools & meetings within the amount budgeted for the fiscal year:

- Village Justice & Acting Justice – NYS approved Judicial Training
- Village Administrator/Clerk- NYCOM training, SCVOA seminars, NYGOFA, International Institute of Municipal Clerks & New York State Clerks & Treasurers Association, NYS Comptrollers Seminars, Long Island Village Clerks & Treasurers Association, Local Government Archiving and Retention Seminars
- Village Treasurer- NYCOM training, SCVOA seminars, Long Island Village Clerks & Treasurers Association, NYGFOA
- Justice Court Clerk- Village Justice Court Clerks Association

ETHICS

In accordance with Article 18 of the General Municipal Law (GML), the Inc. Village of Head-of-the-Harbor previously adopted §24 Code of Ethics. The village clerk is hereby authorized and directed to distribute to all newly elected and appointed officials, as well as, new village employees a copy of the villages' Code, §24 Code of Ethics. Additionally, per Article 18 of the General Municipal Law (GML) §800-809 must be posted at Village Hall.

Disclosure Statements

Pursuant to Village Code §24 Code of Ethics, disclosure statements, if any, will be read into the record once received.

Procurement policy

Pursuant to General Municipal Law §104-b, the Board of Trustees hereby adopts the procurement policy

WHEREAS, Section 104-b of the General Municipal Law requires the governing body of every municipality to adopt a procurement policy for all goods and services which are not required by law to be publicly bid, and

WHEREAS, comments have been solicited from all officers in the Village involved in the procurement process, now, therefore be it

RESOLVED, that the Village of Head-of-the-Harbor does hereby adopt the following procurement policy which is intended to apply to all goods and services which are not required by law to be publicly bid.

1. Every purchase to be made must be initially reviewed to determine whether it is a purchase contract or a public works contract. Once the determination is made, a good faith effort will be made to determine whether it is known or can reasonably be expected that the aggregate amount to be spent on the item of supply or service is not subject to competitive bidding, taking into account past purchases and the aggregate amount to be spent in a year. The following items are not subject to competitive bidding pursuant to Section 103 of the General Municipal Law; purchase contracts under \$20,000; public works contracts under \$35,000; emergency purchases; certain municipal hospital purchases; goods purchased from the agencies for the blind or severely handicapped; goods purchased from correctional institutions; purchases under State and County contracts; surplus and secondhand purchases from another governmental entity. In addition, the purchase of services and/or materials pursuant to the Municipal Cooperative Agreement with the Town of Smithtown is exempt from competitive bidding requirements.

The decisions that a purchase is not subject to competitive bidding will be documented in writing by the individual making the purchase. This documentation may include written or verbal quotes from vendors, a memo

for the purchaser indicating how the decisions was arrived at, a copy of the contract indicating the source which makes the item or service exempt, a memo from the purchaser detailing the circumstances which led to an emergency purchase, or any written documentation that is appropriate.

2. All goods and services will be secured by use of written requests for proposals, written quotations, verbal quotations, or any other method that assures that goods will be purchased at the lowest price and that favoritism will be avoided, except in the following circumstances: purchase contracts over \$20,000; goods purchased from agencies for the blind severally handicapped pursuant to Section 175-b of the State Finance Law; goods purchased from the correctional institutions pursuant to Section 186 of the Correction Law; purchases under State contracts pursuant to Section 104 of the General Municipal Law; or purchases pursuant to subdivision 6 of this policy.

3. The following method of purchase will be used when required by this policy in order to achieve the highest savings:

Est. Purchase Contract	Method
\$2,000 - \$3,999	2 Verbal quotations; unless highway truck or equipment repair
\$4,000-\$10,999	2 Verbal quotations for highway truck or equipment repair
\$4,000-\$10,999	3 written/fax quotes or written requests for proposals
\$11,000-\$20,999	3 written/fax quotes or written requests for proposals for highway truck or equipment repair
\$11,000-\$20,999	3 written/fax quotes or written requests for proposals and Board of Trustees approval

Est. Public Works Contracts	Method
\$2,000-\$3,999	2 Verbal quotations
\$4,000-\$5,999	2 written/fax quotes
\$6,000-\$20,999	3 written/fax quotes or written requests for proposals
\$21,000-\$35,000	3 written/fax quotes or written requests for proposals and Board of Trustees approval

A good faith effort shall be made to obtain the required number of proposals or quotations. If the purchaser is unable to obtain the required number of proposals or quotations, the purchaser will document the attempt made at obtaining the proposals. In no event shall the failure to obtain the proposals be a bar to the procurement.

4. Documentation is required of each action taken in connection with each procurement.

5. Documentation and an explanation is required whenever a contract is awarded to other than the lowest responsible offerer. This documentation will include an explanation of how the award will achieve savings of how the offeror was not responsible. A determination that the offeror is not responsible shall be made by the purchaser and may not be challenged under any circumstances.

6. Pursuant to General Municipal law, Section 104-b(2) (f), the procurement policy may contain circumstances when, or types of procurement for which, in the sole discretion of the governing body, the solicitation of alternative proposals or quotations will not be in the best interest of the municipality.

In the following circumstances it may not be in the best interest of the Village of Head-of-the-Harbor to solicit quotations or documents the basis for not accepting the lowest bid:

a. Professional services or services requiring special or technical skill, training or expertise. The individual or company may be chosen based on accountability, reliability, responsibility, skill, education and training, judgment, integrity, and moral worth. These qualifications are not necessarily found in the individual or company that offers the lowest price and that nature of these services are such that they do not readily lend themselves to competitive procurement procedures.

In determining whether a service fits into the category the Board of Trustees shall take into consideration the following guidelines: (a) whether the services are subject to State licensing or testing requirements; (b) whether substantial formal education or training is a necessary prerequisite to the performance of the services; and (c) whether the services require a personal relationship between the individuals and municipal officials.

Professional or technical services shall include but not be limited to the following: services of an attorney; services of a physician; technical services of an engineer engaged to prepare plans, maps and estimates; securing insurance coverage and/or services of an insurance broker; services of a certified public accountant; investment management services; printing services involving extensive writing, editing or art work; management of municipally owned property; and computer software or programming services for customized programs, or services involved in substantial modification and customizing of pre-packed software.

b. Emergency purchase pursuant to Section 103(4) of the General Municipal Law. Due to the nature of this exception, these goods and services must be purchased immediately and a delay in order to seek alternate proposals may threaten the life, health, safety or welfare of the residents. This section does not preclude alternate proposals if the time permits.

c. Purchases of surplus and second-hand goods from any source. If alternate proposals are required, the Village is precluded from purchasing surplus and second-hand goods at auction or through specific advertised sources where the best process are usually obtained. It is also difficult to try to compare prices of used goods and a lower price may indicate an older product.

d. Goods or services under \$2,500.00. The time and documentation required to purchase through this policy may be more costly than the item itself and would therefore not be in the best interests of the taxpayer. In addition, it is not likely that such de minimis contracts would be awarded based on favoritism.

e. Purchase of services and/or materials pursuant to a Municipal Cooperative Agreement.

7. The individuals responsible for procurement and authorization of vouchers submitted for payment from the Village of Head of the Harbor are as follows: Mayor, Deputy Mayor, Village Clerk, Chief of Police, Police Lieutenant, Dir. of Highway Operations, Treasurer, Building Inspector, Judge, Justice Court Clerk and Court Clerk.

8. Unless previously approved by contract, all vouchers over \$2,500.00 are to be signed by the Board of Trustees.

9. This policy shall go into effect immediately and will be reviewed annually.

CONSULTANTS/CONTRACTS

RESOLVED, to reaffirm the existing agreement with Cleary Consulting at a rate of \$200.00/hr.

RESOLVED, to reaffirm the existing agreement with Daniel Falasco, Village Engineer and raise at an hourly compensation of \$155.00.

RESOLVED, to reaffirm the existing agreements with Kevin Foreman, Esq. for litigation matters and prosecuting services per the terms of the existing agreements, at rates of \$400.00 and \$250.00 respectively.

RESOLVED, to reaffirm the existing agreements with Egan & Golden, LLP. for annual retainer matters, and extraordinary and litigation matters, per the terms of the existing agreements, at rates of \$45,000.00 and \$275/hr. respectively on a month-to-month basis.

RESOLVED, to engage the firm of Islandwide Engineering & Land Surveying to assist with NYSDEC MS4 Program Updates and other matters as agreed to by the Board, per the terms of rates provided in their fee schedule date February 20, 2026.

RESOLVED, to authorize the Mayor, Michael Utevsy to sign in his official capacity, the annual agreement for reused collection with Winters Bros Hauling of Long Island per the terms of their agreement \$75.00 monthly.

RESOLVED, to authorize the Mayor, Michael Utevsy to sign in his official capacity, the annual maintenance agreement for the Village Hall (and Highway Maintenance Building) HVAC system with B & R Plumbing & Heating in the amount of \$1,074.00.

- It was, upon motion by Deputy Mayor Fischer, second by Trustee Ogden, and unanimously adopted:

RESOLUTION #007-26

Minutes of March 4, 2026 7 PM meeting of the Board of Trustees were presented.

RESOLVED, to adopt the minutes of the above meeting presented.

- It was, upon motion by Deputy Mayor Fischer, second by Trustee Ogden, and unanimously adopted:

RESOLUTION #008-26

Minutes of March 16, 2026 meeting of the Board of Trustees were presented.

RESOLVED, to adopt the minutes of the above meeting as presented.

Financials – Carolann Darrigo, Treasurer:

- It was, upon motion by Deputy Mayor Fischer, second by Trustee Ogden, and unanimously adopted:

RESOLUTION #009-26

WHEREAS, the County of Suffolk, a tax-exempt agency, is the owner of record of property ID 59500, **RESOLVED**, the village treasurer is authorized and directed to write off Tax payment in the amount of \$1,201.50.

- It was, upon motion by Deputy Mayor Fischer, second by Trustee Diana, and unanimously adopted:

RESOLUTION #010-26

RESOLVED, the village treasurer is authorized and directed to accept the PSEGLI Tax payment in the amount of \$5,871.90 reduced from \$14,486.59 due to the LIPA Reform Act.

- It was, upon motion by Deputy Mayor Fischer, second by Trustee Kent, and unanimously adopted:

RESOLUTION #011-26

RESOLVED, the village treasurer is authorized and directed to refund Puleo DeLisle LLC the amount of \$167.21 for an overpayment of 2026/2027 taxes for owner of record Slatterly, 40 Hitherbrook Rd.

- It was, upon motion by Deputy Mayor Fischer, second by Trustee Diana, and unanimously adopted:

RESOLUTION #012-26

RESOLVED, to adopt Abstracts #501, 508-510, 515, 524, 529-530, 533, 537, 539, 540 in the total amount of \$52,695.73 be paid from the General Fund.

- It was, upon motion by Deputy Mayor Fischer, second by Trustee Kent, and unanimously adopted:

RESOLUTION #013-26

RESOLVED, to adopt T & A #538 in the total amount of \$582.00 be paid from the Trust & Agency Fund.

- It was, upon motion by Deputy Mayor Fischer, second by Trustee Ogden, and unanimously adopted:

RESOLUTION #014-26

Adjustments to tax assessments received from the Town of Smithtown subsequent to the acceptance of the tax rolls.

RESOLVED, to authorize and direct the village treasurer to refund the taxes as per the successful grievances in the amount of \$2,134.13 as noted:

PROPERTY ID	SECTION	BLOCK	LOT	HOUSING	ASSESSOR	ASSESSOR'S DATA	CURRENT ASSESSMENT	CORRECTED ASSESSMENT	DIFFERENCE	2025/2027 ADJUSTMENT
1	11102	2	2	10.3	Mark & Nancy Finger	8 Elm Court, NJ	16-Dec-25	12559	12624	(64)
2	11103	3	3	2.2	Frank & Susan Gross	9 Fox Meadow Lane, NJ	16-Dec-25	12559	12624	(64)
3	23800	6	1	11	Daniel Gogel & Susan Doyle	33 Highbrook Road, NJ	16-Dec-25	8702	8511	(191)
4	27600	8	2	14	Ruth Gogh & Henderson Kuchta	6 Fern Road, NJ	16-Dec-25	11619	10827	(792)
5	28100	7	2	10	Dana Reby	10 Waterford Ct, NJ	16-Dec-25	10345	10343	(2)
6	44500	7	3	21.22	John & Rosemary Hogue	7 Woodbine Glen East	16-Dec-25	10707	10707	(0)
7	47100	7	4	4.8	Gail & Alan Kohn	3 Deepwell Ln, NJ	16-Dec-25	11055	10991	(64)
8	48900	7	4	4.20	Vincent & Anna DiCavato	8 Deepwell Ln, NJ	16-Dec-25	10503	10453	(50)
9	55500	8	2	21	Jeanette Grubbs, Trustee	21 Buckingham Ct, NJ	16-Dec-25	14770	14560	(210)
10	23800	6	1	1	Dan Family Trust	12 Woodcock Ct, NJ	21-Jun-25	9109	8900	(209)
11	27700	8	2	13	Wesley & Janet Melville	22 Three Rivers Rd, NJ	21-Jun-25	7393	7353	(40)
12	40000	7	4	4.23	Rafael & Katelyn Pica	8 Deepwell Ln, NJ	21-Jun-25	10705	10700	(5)
13	81200	8	2	8	Frank & Rosemary Gorbace	9 Buckingham Court, NJ	21-Jun-25	12382	11933	(449)
ASSESSMENT ADJUSTMENTS - APRIL 6, 2026										2,134.19
TOTAL ASSESSMENT ADJUSTMENTS										4,321
ASSESSMENT ADJUSTMENTS - APRIL 6, 2028										(2,224)
TOTAL ASSESSMENT ADJUSTMENTS										(2,134.19)

- It was, upon motion by Deputy Mayor Fischer, second by Trustee Ogden, and unanimously adopted: **RESOLUTION #015-26**
RESOLVED, the village treasurer is authorized and directed to make budget modifications to the 2025/2026 budget totaling \$997,632.40 for a net change of zero, as noted:

		BUDGET F/Y/E	BUDGET ADJUSTMENT	MODIFIED BUDGET
		02/28/2026	02/28/2026	02/28/2026
AA1410.240	NEWSLETTER	6,400.00	(100.00)	5,300.00
AA1480.460	ELECTIONS	2,000.00	100.00	2,100.00
AA3120.100	POLICE - PERSONAL SERVICES	567,228.09	1,800.00	569,028.09
AA3120.210	POLICE EQUIPMENT	4,650.00	400.00	4,950.00
AA3120.230	POLICE UNIFORMS	12,700.00	(2,400.00)	10,300.00
AA3120.800	POLICE BENEFITS	43,382.86	200.00	43,582.86
AA3620.200	BUILDING INSPECTOR EXPENSES	7,050.00	150.00	7,200.00
AA3620.500	BUILDING CODE ENFORCEMENT	3,145.00	(150.00)	2,995.00
AA5110.100	STREET MAINTENANCE PERSONAL SVC	208,027.60	2,900.00	210,927.60
AA5110.110	STREET MAINTENANCE OVERTIME	8,000.00	(4,000.00)	3,400.00
AA5110.210	STREET MAINTENANCE TRUCK REPAIRS	19,700.00	50.00	19,750.00
AA5110.211	STREET MAINTENANCE GAS & OIL	10,160.00	1,500.00	11,650.00
AA5110.260	STREET MAINTENANCE - EQUIPMENT < \$1,000.00	1,000.00	60.00	1,060.00
AA5110.260	DRAINAGE & TRUCKING DISPOSAL	19,200.00	40.00	19,240.00
AA5110.310	HIGHWAY BUILDING REPAIRS & MAINTENANCE	850.00	100.00	750.00
AA5110.6000	STREET MAINTENANCE UNIFORMS	1,600.00	150.00	1,850.00
AA5110.800	STREET MAINTENANCE BENFITS	16,914.11	1,900.00	17,814.11
AA5110.810	STREET MAINTENANCE - HEALTH BENEFITS	27,700.00	(2,100.00)	25,600.00
AA5142.411	SNOW REMOVAL - DOUBLE TIME	8,500.00	2,300.00	10,800.00
AA5142.420	SNOW REMOVAL MATERIALS	27,000.00	(2,300.00)	24,700.00
AA8020.200	PLANNING BOARD OFFICE SUPPLIES	950.00	100.00	1,050.00
AA8020.430	PLANNING BOARD CONSULTANTS	300.00	(100.00)	200.00
AA8030.100	ARB - Clerk	2,679.78	450.00	3,129.78
AA8030.400	ARB CONSULTANTS	900.00	(450.00)	450.00
AA1990.00	CONTINGENCY	0.87	0.00	0.87
		<u>997,632.40</u>	<u>0.00</u>	<u>997,632.40</u>

- It was, upon motion by Deputy Mayor Fischer, second by Trustee Kent, and unanimously adopted: **RESOLUTION #016-26**
RESOLVED, to authorize the increase to \$49.95 per month for Web Hosting from Stafford Associates. This resolution is effective retroactively to March 1, 2026. To be replaced by a written contract as and when received.

Highway Commissioner – Judith C. Ogden:

- It was, upon motion by Deputy Mayor Fischer, second by Trustee Kent, and unanimously adopted: **RESOLUTION #017-26**
RESOLVED, to appoint Pablo Mercado Encarnacion, as full-time laborer, a non-exempt, at-will employee to receive \$25.00/hr. and benefits in accordance with village policies, with an effective hire date immediately. A successfully approved background investigation and confirmation of clean driving abstract has been received.

OTHER MATTERS:

- Mayor Michael Utevsy has Proclaimed May 2, 2026 Arbor Day. Celebration to be held at Avalon Nature Preserve on May 2, 2026 with a rain date of May 3rd.
- Correspondence received from Constance Nostrand April 6, 2026.
- Resident Erica Rinear thanked the Board for their dedication to the village and posed questions to the Board and Police Chief regarding process and procedure.

It was, upon motion by Deputy Mayor Fischer, second by Trustee Kent and unanimously adopted, to move to executive session to discuss litigation at 8:20 PM. Discussion ensued.

- It was, upon motion by Deputy Mayor Fischer, second by Trustee Ogden and unanimously adopted:
RESOLUTION #018-26 to authorize and direct Mayor Utevsky, in his official capacity, to enter into a Stipulation of Settlement, Monastery of the Glorious Ascension v. Village of Head of the Harbor, as negotiated by Village Counsel and legal Counsel for the Monastery of the Glorious Ascension.
- It was, upon motion by Trustee Kent, second by Trustee Ogden and unanimously adopted:
RESOLUTION #019-26
RESOLVED, to overturn the FOI decision denying access to incident cc 25-677 and
FURTHER RESOLVED, to authorize Village Counsel to release such report to Mr. Joseph Buzzell.

It was, upon motion by Deputy Mayor Fischer, second by Trustees Ogden and unanimously adopted to move back to public session at 9:25 PM.

There being no other matters to be brought before the Board; it was, upon motion by Deputy Mayor Fischer, second by Trustee Ogden and unanimously adopted, to adjourn the meeting at 9:26 PM.

Respectfully Submitted,

Margaret O'Keefe
Village Administrator/Clerk