MINUTES OF THE MEETING OF
THE BOARD OF TRUSTEES
WEDNESDAY, October 7, 2026

The meeting of the Board of Trustees of the Incorporated Village of Head-of-the-Harbor was held on Wednesday, October 7, 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 Robert Kent. Also in attendance Police Chief, Charles M. Lohmann; Village Administrator/Clerk, Margaret O'Keefe; Village Treasurer, Carolanne Darrigo; Village Counsel, Brian Egan and Building Inspector, Robert O'Shea. Also in attendance Dir. of Highway Operations, Frank Prinzevalli and Village Engineer, Daniel Falasco.

Pledge of Allegiance.

- On Wednesday, October 14, 2026, at 7:00 p.m., Head of the Harbor Village Hall 500 North Country Road Saint James, N.Y. 11780 a public meeting regarding stormwater remediation will be held.
- It was, upon motion by Trustee Fischer, second by Trustee Ogden, and unanimously adopted:
  RESOLUTION #072-26
  RESOLVED, to approve the employment of Lori Hahn as a P/T Administrative Assistant. This position is as a part-time, non-competitive, non-exempt, at-will employee, for an average of 15 hours a week for an hourly rate of $30.00, with a hire date of Tuesday, October 20, 2026.
  BE IT FURTHER RESOLVED, employment is subject to the successful completion of a clear background investigation being performed by an outside agency.
- It was, upon motion by Trustee Ogden, second by Deputy Mayor Fischer, and unanimously adopted:
  RESOLUTION #073-26
  RESOLVED, to adopt the minutes of September 2, 2026, 7 PM meeting of the Board of Trustees as presented.
- It was, upon motion by Deputy Mayor Fischer, second by Trustee Kent, and unanimously adopted:
  RESOLUTION #074-26
  RESOLVED, that the Village Attorney is hereby authorized and directed to draft a local law to override the tax levy limit established in General Municipal Law §3-c, and
  BE IT FURTHER RESOLVED, the village clerk is hereby authorized and directed to post and publish a public hearing for Local Law (Intro.) NO. 4 of 2026, "A LOCAL LAW TO OVERRIDE THE TAX LEVY LIMIT ESTABLISHED IN GENERAL MUNICIPAL LAW §3-c". Said hearing is to be held on Wednesday, December 2, 2026, at 7 PM, time then in effect, at Village Hall, 500 North Country Rd., St. James, New York 11780.
- It was, upon motion by Trustee Fischer, second by Trustee Ogden, and unanimously adopted:
  RESOLUTION #075-26 (deemed read into the record in its entirety)

A RESOLUTION OF THE VILLAGE OF HEAD OF THE HARBOR BOARD OF TRUSTEES ADOPTING THE SUFFOLK COUNTY 2026 HAZARD MITIGATION PLAN

WHEREAS the VILLAGE OF HEAD OF THE HARBOR BOARD OF TRUSTEES recognizes the threat that natural hazards pose to people and property within the Village of Head of the Harbor's; and

WHEREAS the VILLAGE OF HEAD OF THE HARBOR BOARD OF TRUSTEES has prepared a multi-hazard mitigation plan, hereby known as the Suffolk County 2026 Hazard Mitigation Plan in accordance with the Disaster Mitigation Act of 2000; and

WHEREAS the Suffolk County 2026 Hazard Mitigation Plan identifies mitigation goals and actions to reduce or eliminate long-term risk to people and property in Village of Head of the Harbor from the impacts of future hazards and disasters; and

WHEREAS adoption by the VILLAGE OF HEAD OF THE HARBOR demonstrates their commitment to hazard mitigation and achieving the goals outlined in the Suffolk County 2026 Hazard Mitigation Plan.

NOW THEREFORE, BE IT RESOLVED BY THE VILLAGE OF HEAD OF THE HARBOR BOARD OF TRUSTEES, ST> JAMES, NY THAT:

Section 1. THEREFORE, the VILLAGE OF HEAD OF THE HARBOR adopts the Suffolk County 2026 Hazard Mitigation Plan. This plan, approved by the community, may be edited or amended after submission for review, but will not require the community to re-adopt any further iterations. This only applies to this specific plan and does not absolve the community from updating the plan in 5 years.

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

RESOLUTION #076-26

AUTHORIZATION FOR AGREEMENT WITH ALL ISLAND PLUMBING FOR HARBOR ROAD AND HARBOR HILL ROAD GUARDRAIL AREA WORK

WHEREAS the Village of Head of the Harbor requires certain infrastructure work to be performed in the vicinity of the guardrail area at the intersection of **Harbor Road and Harbor Hill Road**; and

WHEREAS Public Assistance/Hazard Mitigation grant funding for damages/projects related to event 4839DR-NY has identified this work in Head of the Harbor's Project #1064152; and

WHEREAS, this project will be executed in conjunction with the Village Highway Department Personnel efforts; and

WHEREAS, **All Island Plumbing** will complete and execute an agreement to perform the required scope of work as determined by Village Engineer, Daniel Falasco. Work will be performed pursuant to plans prepared by Hayduk Engineering; and

WHEREAS, the Board of Trustees has determined it to be in the best interest of the Village and its residents to proceed with these infrastructure improvements.

NOW, THEREFORE, BE IT RESOLVED by the Board of Trustees of the Village of Head of the Harbor as follows:

1. **Authorization to Execute Contract:** The Board of Trustees hereby authorizes Mayor Michael Utevsky to enter into and execute said agreement with All Island Plumbing, 916 Lincoln Avenue, Bohemia NY 11716 for the infrastructure work at the guardrail area of Harbor Road and Harbor Hill Road.
2. **Not-to-Exceed Limitation:** The total contract price and expenditure for the authorized work shall not exceed **$18,000.00** without further review and approval.
3. **Legal Counsel Review:** The final contract shall be executed and submitted only upon review and formal approval as to form and content by the Village Attorney.
4. **Effective Date:** This Resolution shall take effect immediately.

Financials – Carolanne Darrigo, Treasurer:

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

RESOLUTION #077-26

Resolution Amending Prior Board Minutes to Correct Abstract References

WHEREAS, the Village Board of Trustees previously approved the payment of audited claims for certain months; and

WHEREAS, due to administrative and/or system errors, the corresponding Abstract Numbers were either omitted or incorrectly recorded; and

WHEREAS, the Village Treasurer has since presented and submitted the complete, correct, and verified Abstracts of Claims corresponding to those authorized payments to internal auditor Trustee Kathleen Diana; and

WHEREAS, the Village Board desires to amend the official record to ensure absolute clarity, accuracy, and a proper audit trail;

NOW, THEREFORE, BE IT RESOLVED that the Village Board of Trustees hereby amends the official minutes of the meetings listed below to accurately reflect and incorporate the correct Abstract Numbers and expenditure totals as follows:

1. **Meeting Date: March 4, 2026**
   Amended To Reflect: Abstracts #s 496, 497 and 500 in the amount of $21,498.69.
2. **Meeting Date: April 8, 2026**
   Amended To Reflect: Abstract #s 523 in the amount of $788.33.
3. **Meeting Date: June 3, 2026**
   Amended To Reflect: Abstract #'s 586-590, 592-596 and 598-602 to be paid from the General Fund and Abstract Batch #591 from the Trust & Agency for a total of expenses in the amount of $112,563.97.
4. **Meeting Date: July 1, 2026**
   Amended To Reflect: Abstract #'s 603- 608, 612, 613, 615, 616, and 625 the total amount of $32,130.18 be paid from the General Fund and, Abstract Batch TA #'s 609 and 611 in the total amount of $4,418.73 to be paid from the Trust & Agency Fund.
5. **Meeting Date: August 5, 2026**
   Amended to Reflect: Abstract #'s 626, 627, 628, 629, 633, 635, 636, 637 and 638 in the total amount of $43,363.83 be paid from the General Fund.

BE IT FURTHER RESOLVED that the complete and correct Abstracts of Claims submitted by the Village Treasurer are hereby officially accepted, ratified, and incorporated into the permanent Village records.

- It was, upon motion by Trustee Fischer, second by Trustee Ogden, and unanimously adopted:
  RESOLUTION #078-26
  RESOLVED, to adopt Batch Abstract #'s 672-675, 677, 678, 680, 685 and 686 in the total amount of $102,695.60 be paid from the General Fund.

- It was, upon motion by Trustee Fischer, second by Trustee Ogden, and unanimously adopted:
  RESOLUTION #079-26
  RESOLVED, to adopt Batch Abstract #681 in the total amount of $1,003.50 be paid from the Trust & Agency Fund.

- It was, upon motion by Trustee Fischer, second by Trustee Ogden, and unanimously adopted:
  RESOLUTION #080-26
  RESOLVED, the Village Treasurer is authorized and directed to make budget modifications to the 2026/2027 budget totaling $138,164.93 for a net change of zero, as noted:

		BUDGET F/Y/E 02/28/2027	BUDGET ADJUSTMENT	MODIFIED BUDGET 02/28/2027
AA1520.000	Police Grants & Fees	0.00	50.00	50.00
AA1565.000	ZBA Hearing Fees	(1,000.00)	(1,000.00)	(2,000.00)
AA2110.000	Zoning Fees	0.00	1,000.00	1,000.00
AA2683.000	Insurance Recoveries	0.00	561.24	561.24
AA3001.000	State Revenue Sharing	4,000.00	134.00	4,134.00
AA3306.000	State Aid - Homeland Security	0.00	15,062.15	15,062.15
AA4089.000	Federal Aid - Homeland Security	0.00	122,357.54	122,357.54
	Increase to Revenues		138,164.93	
AA1110.250	Justice Court Assistance Grant	0.00	2,778.98	2,778.98
AA1410.810	Clerk - Health Benefits	10,081.00	0.44	10,081.44
AA1930.400	Judgements & Claims	20,000.00	2,019.77	22,019.77
AA3620.500	Building Inspector - Code Enforcement	0.00	800.00	800.00
AA1990.00	Contingency	65,106.94	132,565.74	197,672.68
	Increase to Expenses		138,164.93	

Highway Department, Dir. Of Highway Operations Frank Prinzevalli:

- It was, upon motion by Trustee Ogden, second by Trustee Fischer, and unanimously adopted:
  RESOLUTION #081-26
  AMENDING RESOLUTION #069-26 REGARDING THE 2026 ROAD REPAVING PROGRAM

WHEREAS, the Board of Trustees previously adopted Resolution #069-26 authorizing a road repaving agreement with Suffolk Paving Corp. for specific village roads; and
WHEREAS, the Board of Trustees has determined that modifications to the scope of the 2026 Road Repaving Program are necessary to better address the infrastructure needs of the Village; and
WHEREAS, the Board desires to eliminate Harbor Road from the current program, modify the paving parameters for Three Sisters Road, and expand the scope of work for High Hedges Court; and
WHEREAS, the updated parameters for the affected roadways shall be as follows:

Roadway	**Modified Scope of Work**
Harbor Road	Removed entirely from the 2026 Repaving Program
Three Sisters Road	Repave from Overton Pass to Hitherbrook Road
High Hedges Court	Widen the mouth of the roadway and pave in its entirety

WHEREAS, Daniel Falasco, Village Engineer, has reviewed these modifications and received an updated estimated cost proposal of $248,186.67 (+/-), inclusive of drainage, from Suffolk Paving Corp.; and
WHEREAS, the Village, given market conditions, limited vendor availability, and seasonality, continues to utilize Suffolk Paving Corp. under the County of Suffolk DPW contract to ensure the work commences and concludes immediately; and
WHEREAS, the funding for this expenditure is available and will be allocated from the Consolidated Local Street and Highway Improvement Program (CHIPS) funds;
NOW THEREFORE BE IT RESOLVED, that the Board of Trustees hereby amends Resolution #069-26 to reflect the modified scopes of work for Three Sisters Road and High Hedges Court, and the elimination of Harbor Road; and
BE IT FURTHER RESOLVED, that the Village hereby authorizes Mayor Michael Utevsky, in his official capacity, to execute an amended or updated agreement with Suffolk Paving Corp. at an updated estimated cost proposal of $248,186.67 (+/-), including drainage, with all work to be completed during 2026 in a fit and workmanlike manner, in accordance with industry standards and with the specifications and satisfaction of the Village Engineer; and
BE IT FURTHER RESOLVED, that the expense for this project shall be paid utilizing the Village's CHIPS funds, with final payment subject to the submission and approval of a voucher as required by Village Law §5-524.

Building Department – Robert O'Shea, Building Inspector:

- Oral report presented.

Police Department, Charles M. Lohmann, Police Chief:

- Law Enforcement Technology grant funding application was filed.

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

RESOLUTION #082-26

WHEREAS, the Board of Trustees wishes to acknowledge and thank Officers Sandtrov and Napolitano for their years of dedicated service to the residents of Head of the Harbor, and
WHEREAS, both Officers have submitted letters of resignation,
BE IT RESOLVED, to accept the resignation of Officer V. Sandtrov with an effective date of October 1, 2026, and Officer A. Napolitano with an effective date of September 23, 2026.

Other Matters:

Discussion regarding the Tree Committee. No action taken.

Public Comment:

- Correspondence dated October 5, 2026 from Colette Porciello was distributed. No Board action taken.
- Discussion regarding an update to the Harbor Road matter. No action taken.

There being no other matters to be brought before the Board; it was, upon motion by Deputy Mayor Fischer, second by Trustee Diana and unanimously adopted, to adjourn the meeting at 8:33 PM.

Respectfully Submitted,

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Margaret O'Keefe
Village Administrator/Clerk