

MINUTES OF THE MEETING OF
THE PLANNING BOARD
Tuesday, October 13, 2026 at 5:30 PM

A meeting of the Planning Board of the Incorporated Village of Head of the Harbor was held on Tuesday, October 13, 2026, at 5:30 PM at the Village Hall located at 500 North Country Rd., St. James, NY 11780. Those present were the following members: Chairman Harlan J. Fischer, Sally Lynch, Daniel Dresch, and Jan Coughlan. Not in attendance were Planning Board member Dale Salzberg and Village Counsel Christopher Bianco. Also in attendance were Environmental Planner Patrick Cleary, Village Engineer Daniel Falasco, Building Inspector Robert O'Shea, and Village Clerk Margaret O'Keefe.

Chairman Fischer convened the meeting.

It was, upon motion by Sally Lynch, seconded by Jan Coughlan, and unanimously adopted, that the Planning Board minutes of September 8, 2026, were approved.

Applicant: Dean Johnson / Yvonne Ughrin and Charles Miller (none present)

Address: 455-465 North Country Road, St. James, NY 11780

SCTM#: 0801-007.00-003.00-032.00 & 031.00

Project: Lot line modification

Representatives: Howard Bergson, Esq. (not present)

The application proposes a lot line change between two existing lots involving the transfer of 1.17 acres from 455 North Country Road to 465 North Country Road. Both properties are located in the Residence A Zoning District. Typically classified as a Type II action in accordance with SEQRA regulations; however, pursuant to Chapter 81 of the Village Code, this action is classified as a Type I action.

It was, upon motion by Jan Coughlan, seconded by Sally Lynch, and unanimously adopted:

WHEREAS, on May 12, 2026, the Planning Board adopted a resolution declaring its intent to serve as Lead Agency for SEQRA purposes; and

WHEREAS, a No Adverse Effect letter was received from SHPO (State Historic Preservation Office); and

WHEREAS, Environmental Planner Patrick Cleary, has reviewed the EAF and CRIS Report and deemed them complete and accurate;

NOW, THEREFORE, BE IT RESOLVED, to authorize and direct Margaret O'Keefe, Village Clerk, to distribute said documents to involved agencies and interested parties; and

BE IT FURTHER RESOLVED, to authorize and direct a public hearing to be held on Tuesday, December 8, 2026, at 5:30 PM at Village Hall, 500 North Country Road, St. James, NY 11780.

Due to the lack of availability of critical personnel, the Planning Board meeting previously scheduled for November 10, 2026, at 5:30 PM is hereby canceled.

Applicant: Paparella (not present)

Address: 57 Fifty Acre Rd., St. James, NY 11780

SCTM#: 0801-007.00-002.00-008.00 & 009.00

Project: Lot line modification

Representatives: Anthony Guardino, Esq., Farrell Fritz P.C. (not present)

This application involves modifying the lot line between two properties at the corner of Fifty Acre Road and Branglebrink Road.

It was, upon motion by Daniel Dresch, seconded by Sally Lynch, and unanimously adopted:

WHEREAS, on July 14, 2026, the Planning Board adopted a resolution declaring its intent to serve as Lead Agency for SEQRA purposes; and

WHEREAS, Patrick Cleary, Environmental Planner, has reviewed the EAF and CRIS Report and deemed them complete and accurate;

NOW, THEREFORE, BE IT RESOLVED, to authorize and direct Margaret O'Keefe, Village Clerk, to distribute said documents to involved agencies and interested parties; and

BE IT FURTHER RESOLVED, to authorize and direct the public hearing be reconvened on Tuesday, December 8, 2026, at 5:30 PM at Village Hall, 500 North Country Road, St. James, NY 11780.

There being no other matters to be brought before the Board; it was, upon motion by Jan Coughlan, seconded by Sally Lynch, and unanimously adopted, that the meeting was adjourned at 5:47 PM.

Respectfully submitted,

Margaret O'Keefe, Village Administrator/Clerk