MINUTES BOARD OF TRUSTEES July 15, 2014

PRESENT: Mayor Barbara Donno, Deputy Mayor Matthew Clinton, Trustees Tony DeSousa, Irwin Klein, Treasurer Valerie Giacinto, Building Inspector Edward Butt, Village Clerk Joanna Palumbo, and Village Counsel Rachel Scelfo. Also in attendance were Debra & Robert Epstein (21 Janssen Drive), Jasmine Irani (5 Stonytown Road), Catherine Mezzich (14 Janssen Drive), and Siobhan Cassidy from the Blank Slate Media/Manhasset Times.

Mayor Donno opened the meeting at 8:10 PM with the Pledge of Allegiance & verification of a quorum.

Trustee Klein made a motion to accept the minutes from the June 17, 2014 Board of Trustees meeting. The motion was seconded by Trustee DeSousa.

Trustee Clinton: Aye
Trustee DeSousa: Aye
Trustee Klein: Aye
Mayor Donno: Aye

Approved. VOTE: 4/0 - Motion passes

Mayor Donno then announced that this meeting would be Trustee Klein's last meeting as a Trustee as he is moving out of Plandome Manor at the end of July. Mayor Donno then presented him with a Proclamation thanking him on behalf of the entire community and the Board of Trustees for his four years of dedicated service.

Building Inspector Edward Butt reviewed the draft response prepared by Nelson & Pope Engineers to Nassau County Dept. of Public Works which proposes potential modifications to the newly installed traffic signal at the intersection of Plandome, N. Plandome and Stonytown Roads for the County's consideration. The Board requested a special meeting be set up with Nelson & Pope to finalize the letter. Mr. Butt also updated the Board on the completion of the PSE&G project on Circle Drive and the upcoming Port Washington Water District's water main replacement project for the Circle Drive area. The Board asked that he get a more detailed timeframe from the Water District for their plans for the initial work and the repaving.

Village Clerk Joanna Palumbo presented the Board with three estimates for village road line striping. Stasi Brothers Asphalt came in as the lowest with \$8,890.00. The Board asked that the contract include a one week start to finish clause and a penalty if timeframe not met.

Trustee DeSousa made a motion that the Board of Trustee award the contract for roadway line striping to Stasi Brothers Asphalt in the amount of \$8,890.00 with the conditions that the project is completed within a one week of the start time or a 5% penalty (reduction) will be assessed per week thereafter and that the overall project must be completed before September 1, 2014. The motion was seconded by Trustee Clinton.

Trustee Clinton: Aye
Trustee DeSousa: Aye
Trustee Klein: Aye
Mayor Donno: Aye

Approved. VOTE: 4/0 - Motion passes

Village Treasurer Valerie Giacinto gave an overview of the Abstract Report of Audited Vouchers and the Profit and Loss Statement as well as advised the Board that Skinnon & Faber just conducted the annual audit on Monday, July 14th.

Trustee Klein made a motion that the Board of Trustees approve the Abstract of Audited Vouchers dated July 15, 2014, and the Profit & Loss Statement ending June 30, 2014. (Matter previously reviewed and approved. By the Board on November 19, 2013 resolution for \$7,500.00 in construction services inadvertently omitted from minuets.) The motion was seconded by Trustee DeSousa.

Trustee Clinton: Aye
Trustee DeSousa: Aye
Trustee Klein: Aye
Mayor Donno: Aye

Approved. VOTE: 4/0 - Motion passes

Trustee DeSousa made a motion that the Board of Trustees approve \$7,500.00 for Sidney Bowne & Son for construction services related to the Luquer Road improvement project. The motion was seconded by Trustee Klein.

Trustee Clinton: Aye
Trustee Klein: Aye
Mayor Donno: Aye

Approved. VOTE: 4/0 - Motion passes

Trustee Klein made a motion that the Board of Trustees that the Board of Trustees authorize the Court Clerk to apply for a grant from the Justice Court Assistance Program (JCAP) for 2014-2015 and to request up to the maximum amount available. The motion was seconded by Trustee DeSousa.

Trustee Clinton: Aye
Trustee Klein: Aye
Mayor Donno: Aye

Approved. VOTE: 4/0 - Motion passes

Mayor Donno advised the Board that the County might consider either deeding the property of land on the Northside of N. Plandome Road behind to Gulls Cove to the village or, as an alternative, entering into a use and occupancy agreement for the property. Mayor Donno asked the Board if it would be something they would want to pursue and possibly make into a passive park. The Village Attorney asked if we could obtain from the County a sample of their use and occupancy agreement for her review.

Trustee DeSousa made a motion to move into executive session at 9:55 pm to discuss a contract matter. The motion was seconded by Trustee Klein.

Trustee Clinton: Aye
Trustee Clinton: Aye
Trustee Klein: Aye
Mayor Donno: Aye

Approved. VOTE: 4/0 - Motion passes

Trustee Clinton made a motion to reconvene into public session at 10:15. The motion was seconded by Trustee Klein.

Trustee Clinton: Aye
Trustee Klein: Aye
Mayor Donno: Aye

Approved. VOTE: 4/0 - Motion passes

Trustee DeSousa made a motion that the Board of Trustees approve up to \$4,800.00 for Public Bookkeepers Inc. for 2014-2015 tax bill preparation. The motion was seconded by Trustee Klein.

Trustee Clinton: Aye
Trustee DeSousa: Aye
Trustee Klein: Aye
Mayor Donno: Aye

Approved. VOTE: 4/0 - Motion passes

Trustee Clinton made a motion to adjourn the public meeting. The motion was seconded by

Trustee Klein.

Trustee Clinton: Aye
Trustee DeSousa: Aye
Trustee Klein: Aye
Mayor Donno: Aye

Approved. VOTE: 4/0 - Motion passes

Respectfully submitted by:

Joanna Palumbo Village Clerk

