Board of Trustees Village of Plandome Manor July 21, 2015 ~ 7:00 PM - Public Meeting <u>MINUTES</u>

Call to Order

Present: Mayor Barbara Donno, Deputy Mayor Matthew Clinton, Trustees Tony DeSousa, Patricia O'Neill, James Baydar, Treasurer Valerie Giacinto, Building Inspector Edward Butt, Village Clerk Randi Malman, Village Counsel Rachel Scelfo, Code Enforcement Officer and Deputy Road Commissioner Robert Rockelein and Plandome Residents Chuck Sockett and Nick Gavalas.

Mayor Donno opened the meeting at 7:05 PM with the Pledge of Allegiance & verification of a quorum.

Approval of Minutes

Trustee DeSousa made a motion to accept the minutes from the June 16, 2015 Board of Trustees meeting. The motion was seconded by Trustee Clinton.

Trustee Clinton: AyeTrustee DeSousa: AyeTrustee Baydar: AyeMayor Donno: AyeApproved. VOTE: 5/0 - Motion passes

Trustee O'Neill: Aye

Reports

Treasurer's Report

Village Treasurer Valerie Giacinto gave an overview of the Abstract Report of Audited Vouchers and the Profit and Loss Statement.

Building Inspector

Building Inspector Edward Butt updated the Board of the following items:

- There was property damage caused by a truck delivering drywells to a construction site on Gristmill Lane. The contractor has agreed to pay for the damage.
- With multiple construction projects occurring at one time on Gristmill Lane parking on the street has created a nuisance on the road. The Building Inspector and the Code Enforcement Officer have been monitoring the situation and informing contractors where to park.
- The retaining wall at the traffic light on Plandome and Stonytown Road was badly damaged most likely by a tractor trailer and requires an emergency repair.
- The Village should consider widening the road and moving the retaining wall back a few feet in order to avoid the wall being damages again.

Trustee DeSousa made a motion that the Board of Trustees approve the estimate submitted by Robert Keogh, Inc. for an emergency repair of the retaining wall at the intersection of Plandome and Stonytown Roads in the amount of \$3,610. The motion was seconded by Trustee O'Neill.

Trustee Clinton: AyeTrustee DeSousa: AyeTrustee O'Neill: AyeTrustee Baydar: AyeMayor Donno: AyeApproved. VOTE: 5/0 - Motion passes

Road Commissioner

Deputy Road Commissioner and Code Enforcement Officer Robert Rockelein updated the Board on the following items:

- The drains on Gristmill Lane are clogged with roots and require cleaning.
- There are trees throughout the Village that should be removed or pruned.
- There street signs that were peeling have been repaired however, the ones that were printed incorrectly still need to be replaced.

Mayor

Mayor Donno updated the Board on the following items:

- The \$1.5 million grant from New York State to the Town of North Hempstead has been approved for repair of the culvert. The State says that this project is a priority due to the current condition of the culvert.
- The County has mentioned that they will be dredging Little Leeds Pond in the near future.

Village Attorney

Village Attorney Rachel Scelfo advised the Board that the procurement policy should be modified as per the auditor's recommendation.

Trustee DeSousa made a motion that the Board of Trustees amend the procurement policy to require 2 written quotes for public works contracts and purchasing contracts from \$2,500- \$9,999. The motion was seconded by Trustee Baydar.

Trustee Clinton: AyeTrustee DeSousa: AyeTrustee O'Neill: AyeTrustee Baydar: AyeMayor Donno: AyeApproved. VOTE: 5/0 - Motion passes

Ms. Scelfo presented the Board with proposed changes to Sections 189-1 and 189-2 of the Village Code regarding Street Opening Permits.

Trustee Clinton made a motion that the Board of Trustees approve the Abstract of Audited Vouchers dated July 21, 2015 and the Profit & Loss Statement ending June 30, 2015. The motion was seconded by Trustee O'Neill. Trustee Clinton: Aye Trustee DeSousa: Aye Trustee DeSousa: Aye Mayor Donno: Aye Approved. VOTE: 5/0 - Motion passes

Trustee Clinton made a motion that the Board of Trustees approve the estimate submitted by Robert Keogh, Inc. for road repairs in front of 10 Andover Court in the amount of \$2,610. The motion was seconded by Trustee DeSousa.

Trustee Clinton: AyeTrustee DeSousa: AyeTrustee Baydar: AyeMayor Donno: AyeApproved. VOTE: 5/0 - Motion passes

Trustee O'Neill: Aye

Trustee DeSousa made a motion that the Board of Trustees authorize the Court Clerk to apply for a grant from the Justice Court Assistance Program (JCAP) for 2015-2016 and to request up to the maximum amount available. The motion was seconded by Trustee O'Neill.

Trustee Clinton: AyeTrustee DeSousa: AyeTrustee O'Neill: AyeTrustee Baydar: AyeMayor Donno: AyeApproved. VOTE: 5/0 - Motion passes

Trustee Baydar made a motion that the Board of Trustees approve the estimate submitted by Archon One, Manhasset, NY, for battery backup for village computer and network in the amount of \$525. The motion was seconded by Trustee Clinton.

Trustee Clinton: AyeTrustee DeSousa: AyeTrustee O'Neill: AyeTrustee Baydar: AyeMayor Donno: AyeApproved. VOTE: 5/0 - Motion passes

Trustee Baydar made a motion that the Board of Trustees approves the appointment of Election Inspector Jerald Samuels to be paid at the rate of \$150.00 in connection with the special election for the LOSAP Referendum. The motion was seconded by Trustee O'Neill.

Trustee Clinton: AyeTrustee DeSousa: AyeTrustee Baydar: AyeMayor Donno: AyeApproved. VOTE: 5/0 - Motion passes

Trustee O'Neill: Aye

Trustee O'Neill: Aye

Trustee DeSousa made a motion that the Board of Trustees adopt Resolution No. 1-2015 A RESOLUTION AUTHORIZING THE EXECUTION OF AN INTERMUNICIPAL AGREEMENT WITH THE TOWN OF NORTH HEMPSTEAD INCORPORATED VILLAGES OF SANDS POINT, FLOWER HILL, PORT WASHINGTON NORTH, BAXTER ESTATES, AND MANORHAVEN TO FORM A JOINT MUNICIPAL SPONSORING BOARD FOR THE PORT WASHINGTON FIRE DEPARTMENT'S LENGTH OF SERVICE AWARD PROGRAM. The motion was seconded by Trustee Clinton.

Trustee Clinton: AyeTrustee DeSousa: AyeTrustee Baydar: AyeMayor Donno: AyeApproved. VOTE: 5/0 - Motion passes

Trustee Clinton made a motion that the Board of Trustees adopt Resolution No. 2-2015 A RESOLUTION CALLING FOR A REFERENDUM ON SEPTEMBER 15, 2015 TO CONSIDER THE PROPOSED JOINT SPONSORSHIP OF THE PORT WASHINGTON FIRE DEPARTMENT'S LENGTH OF SERVICE AWARD PROGRAM. The motion was seconded by Trustee Baydar.

Trustee Clinton: AyeTrustee DeSousa: AyeTrustee O'Neill: AyeTrustee Baydar: AyeMayor Donno: AyeApproved. VOTE: 5/0 - Motion passes

Trustee Baydar made a motion that the Board of Trustees adopt Resolution No. 3-2015 A RESOLUTION AUTHORIZING AMENDMENTS TO THE DEFINED BENEFIT FIRE SERVICE AWARD PROGRAM FOR THE PORT WASHINGTON FIRE DEPARTMENT AND CALLING FOR A REFERENDUM ON SEPTEMBER 15, 2015, AND DIRECTING PUBLICATION OF NOTICES IN CONNECTION THEREWITH. The motion was seconded by Trustee O'Neill.

Trustee Clinton: AyeTrustee DeSousa: AyeTrustee Baydar: AyeMayor Donno: AyeApproved. VOTE: 5/0 - Motion passes

Trustee O'Neill: Aye

Public Comment

Chuck Sockett of 250 Stonytown Road and Nick Gavalas of 240 Stonytown Road discussed their concerns and questions regarding the proposed jogging path along Stonytown Road. The Board assured the home owners that the jogging path is still in the very beginning stages of planning and once the Village Engineer has drawn up the plans they will be available to the public for viewing. Once the plans are ready they will be discussed at the Board of Trustees meeting and residents will be notified.

Correspondence

The Village Clerk Randi Malman presented the Board with the following pieces of correspondence received and address to the Board:

- **1.** NCPD June Crime Report
- 2. Letter from Robert Kessler Agency dated June 15, 2015 re: renewal of the Village's insurance policy.
- **3.** Letter from Maria Carpinelli of Port Washington, dated July 3, 2015 requesting the Village reimburse her for tire damage sustained to her vehicle on North Plandome Road.
- 4. Letter from Isabel DeSousa dated July 7, 2015 re: construction and parking on Gristmill lane
- 5. Letter email from Connor O'Callaghan to Timothy Higgins dated July 18, 2015 re: changing the house number from 24 to 28 Gristmill Lane.
- 6. Letter from HCC dated July 14, 2015

Executive Session

Trustee DeSousa made a motion to convene into Executive Session to discuss an employment/contract matter. The motion was seconded by Trustee O'Neill.

Trustee Clinton: AyeTrustee DeSousa: AyeTrustee Baydar: AyeMayor Donno: AyeApproved. VOTE: 5/0 - Motion passes

Trustee O'Neill: Aye

Trustee DeSousa made a motion to convene back into regular session. The motion was seconded by Trustee O'Neill.

Trustee Clinton: AyeTrustee DeSousa: AyeTrustee Baydar: AyeMayor Donno: AyeApproved. VOTE: 5/0 - Motion passes

Trustee O'Neill: Aye

Trustee O'Neill made a motion that the Board of Trustees adjourn the meeting. The motion was seconded by Trustee DeSousa. Trustee O'Neill made a motion to adjourn the meeting. The motion was seconded by Trustee Baydar. Trustee Clinton: Aye Trustee DeSousa: Aye Trustee O'Neill: Aye Trustee Baydar: Aye Mayor Donno: Aye

Approved. VOTE: 5/0 - Motion passes

Respectfully submitted by: Randi I. Malman Village Clerk