

Board of Trustees
Village of Plandome Manor
January 16, 2018- 7:00 PM - Public Meeting
MINUTES

Call to Order

Present: Mayor Barbara Donno, Trustees Matthew Clinton, Tony DeSousa, and James Baydar, Village Clerk Randi Malman, Village Counsel Rachel Scelfo, Building Inspector Edward Butt, and Village Treasurer Phyllis Nowakowski. Also present was Michael Tedeschi and Robert Kropacek of the Port Washington Fire Department.

Mayor Donno opened the meeting at 7:07 PM with the Pledge of Allegiance & verification of a quorum.

Mayor Donno acknowledged that Trustee O'Neill's son has returned home from his deployment in Afghanistan. On behalf of the Village she thanked him for his service and is happy to have him home safe and sound.

Approval of Minutes

Trustee Clinton made a motion to accept the minutes from the November 21, 2017 Board of Trustees meeting. The motion was seconded by Trustee DeSousa.

Trustee Clinton: Aye Trustee DeSousa: Aye Trustee O'Neill: Absent
Trustee Baydar: Aye Mayor Donno: Aye

Approved. VOTE: 4/0 - Motion passes

Trustee Baydar made a motion to accept the minutes from the December 14, 2017 Board of Trustees special meeting. The motion was seconded by Trustee DeSousa.

Trustee Clinton: Abstain Trustee DeSousa: Aye Trustee O'Neill: Absent
Trustee Baydar: Aye Mayor Donno: Aye

Approved. VOTE: 3/0 - Motion passes

Trustee Baydar made a motion to accept the minutes from the December 19, 2017 Board of Trustees special meeting. The motion was seconded by Trustee DeSousa.

Trustee Clinton: Abstain Trustee DeSousa: Aye Trustee O'Neill: Absent
Trustee Baydar: Aye Mayor Donno: Aye

Approved. VOTE: 3/0 - Motion passes

Public Hearing

Trustee Baydar made a motion that the Board of Trustees open the public hearing regarding the 2018 Port Washington Fire Department Contract. The motion was seconded by Trustee DeSousa.

Trustee Clinton: Aye Trustee DeSousa: Aye Trustee O'Neill: Absent
Trustee Baydar: Aye Mayor Donno: Aye

Approved. VOTE: 4/0 - Motion passes

Michael Tedeschi of the Port Washington Fire Department made a presentation relative to the 2018 contract. In the proposed contract, the Port Washington Fire Department shall receive a sum of \$36,946 from the Village of Plandome Manor for fire and emergency medical services, which is an increase of \$743 from last year.

No members of the public spoke with respect to the presentation.

Trustee Clinton made a motion that the Board of Trustees close the public hearing regarding the 2018 Port Washington Fire Department Contract. The motion was seconded by Trustee Baydar.

Trustee Clinton: Aye Trustee DeSousa: Aye Trustee O'Neill: Absent
Trustee Baydar: Aye Mayor Donno: Aye

Approved. VOTE: 4/0 - Motion passes

Trustee DeSousa made a motion that the Board of Trustees approve the proposed agreement with the Port Washington Fire Department for 2018 subject to the approval of the Village Attorney as to the form of the contract. The motion was seconded by Trustee Clinton.

Trustee Clinton: Aye Trustee DeSousa: Aye Trustee O'Neill: Absent
Trustee Baydar: Aye Mayor Donno: Aye

Approved. VOTE: 4/0 - Motion passes

Reports

Village Clerk

Village Clerk Randi Malman updated the Board on the following items:

- The Village has received a meeting request from Extenet, who would like to address the Board regarding the proposed plans for a Distributed Antenna System (DAS) plan. The Village's telecommunications consultant, Center for Municipal Solutions, will make arrangements for a potential meeting before the February BOT meeting.
- Sydney Bowne, the Village's appointed engineering firm, has been acquired by LiRo Group. They have asked whether or not the Village intends to stay with the firm.
 - The Board will continue with LiRo Group, and our assigned engineer John Waltz, at this time, but will explore other possible firms before the reorganization meeting in April.
- The Village has received a grant disbursement agreement from DASNY for the jogging path grant.

Village Treasurer

Village Treasurer Phyllis Nowakowski 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 on the following items:

- There are currently four new homes going up in the Village with an at least an additional three to begin this year.
- The Building Inspector has been in touch with Nelson and Pope regarding the plans for the widening of the triangle at Plandome and Stonytown Road, a project which can begin in the spring.
- The jogging path project is also on track to begin this spring.

Village Attorney

Village Attorney Rachel Scelfo addressed the Board on the following issues:

- An application that is currently being reviewed by the Design Review Board is being held up because of a dispute regarding a portion of Lake Road. The Village Attorney is reviewing the application and building files to determine if the location in question is considered a road or a driveway. More information is needed to make this determination.
- The Village Attorney and the Building Inspector held a meeting with the manager of Plandome Country Club and the club's surveyor to discuss the tennis courts and where the Village line falls in relation to the courts. The club is currently in violation of a number of covenants in the Zoning Board approvals for the tennis courts. The courts fall within both Plandome and Plandome Manor. The Mayor and Building Inspector should meet with representatives from the Village of Plandome to discuss the concerns and review Plandome's files on the tennis courts.

Mayor

Mayor Donno addressed the Board on the following issues:

- The Mayor has received some complaints about the snow from driveways being plowed into the street. This makes it very difficult to keep our Village streets clean during and after storms and negates the work done by our contractors. The Mayor has asked the Village Clerk to remind residents not to do this before the next snowstorm.
- The Mayor has reached out to Supervisor Bosworth about the status of the culvert and the replacement of the fence on North Plandome Road. The town's DPW is aware that the fence needs to be repaired or replaced. The culvert project will be going out to bid in February with an anticipated start date in June.
- The Mayor spoke with a company who specialized in lighted crosswalk systems. This may be a permanent solution to the issues that have been raised about cars failing to yield to pedestrians on North Plandome Road. She is going to look into how much these systems cost and if there are any grant opportunities for a project like this.

Trustee Clinton made a motion that the Board of Trustees approve the Abstract of Audited Vouchers dated January 16, 2018 and the Profit & Loss Statement ending December 31, 2017. The motion was seconded by Trustee Baydar.

Trustee Clinton: Aye Trustee DeSousa: Aye Trustee O'Neill: Absent
Trustee Baydar: Aye Mayor Donno: Aye

Approved. VOTE: 4/0 - Motion passes

Trustee Clinton made a motion that the Board of Trustees adopt a Resolution providing the schedule of board meetings in the year 2018. The motion was seconded by Trustee Baydar.

Trustee Clinton: Aye Trustee DeSousa: Aye Trustee O'Neill: Absent
Trustee Baydar: Aye Mayor Donno: Aye

Approved. VOTE: 4/0 - Motion passes

Trustee DeSousa made a motion that the Board of Trustees approve the audit submitted by Cullen and Danowski, LLP for the fiscal year ending May 31, 2017. The motion was seconded by Trustee Clinton.

Trustee Clinton: Aye Trustee DeSousa: Aye Trustee O'Neill: Absent
Trustee Baydar: Aye Mayor Donno: Aye

Approved. VOTE: 4/0 - Motion passes

Trustee Baydar made a motion that the Board of Trustees approve the estimate submitted by Robert Keogh Inc., Port Washington, NY, for snow removal services for 2018. The motion was seconded by Trustee Clinton.

Trustee Clinton: Aye Trustee DeSousa: Aye Trustee O'Neill: Absent
Trustee Baydar: Aye Mayor Donno: Aye

Approved. VOTE: 4/0 - Motion passes

Trustee Baydar made a motion that the Board of Trustees approve the grant disbursement agreement from DASNY for the SAM Grant in connection with the Stonytown Road Jogging Path to be signed by the Deputy Mayor. The motion was seconded by Trustee DeSousa.

Trustee Clinton: Aye Trustee DeSousa: Aye Trustee O'Neill: Absent
Trustee Baydar: Aye Mayor Donno: Aye

Approved. VOTE: 4/0 - Motion passes

Trustee Baydar made a motion that the Board of Trustees approve a Resolution providing that the Village election will be held on Tuesday, March 20, 2018. The motion was seconded by Trustee Clinton.

Trustee Clinton: Aye Trustee DeSousa: Aye Trustee O'Neill: Absent
Trustee Baydar: Aye Mayor Donno: Aye

Approved. VOTE: 4/0 - Motion passes

Trustee Clinton made a motion that the polling place for the Village election to be held on Tuesday, March 20, 2018 be at the Village Hall, 55 Manhasset Ave, Manhasset, NY and that the polling hours will be open from 12 noon – 9pm. The motion was seconded by Trustee DeSousa.

Trustee Clinton: Aye Trustee DeSousa: Aye Trustee O'Neill: Absent
Trustee Baydar: Aye Mayor Donno: Aye

Approved. VOTE: 4/0 - Motion passes

Trustee Baydar made a motion that there shall be no Village registration day for Village elections. The motion was seconded by Trustee DeSousa.

Trustee Clinton: Aye Trustee DeSousa: Aye Trustee O'Neill: Absent
Trustee Baydar: Aye Mayor Donno: Aye

Approved. VOTE: 4/0 - Motion passes

Trustee Baydar made a motion that the Board of Trustees approves the appointment of Election Inspectors Rosemarie Ciani, as Chairman and Jerald Samuels to be paid at the rate of \$150.00 each. The motion was seconded by Trustee Clinton.

Trustee Clinton: Aye Trustee DeSousa: Aye Trustee O'Neill: Absent
Trustee Baydar: Aye Mayor Donno: Aye

Approved. VOTE: 4/0 - Motion passes

Trustee Baydar made a motion that the Board of Trustees approves the appointment of alternate election inspectors, Lisbeth Shibley & Katherine Dunn. The motion was seconded by Trustee Clinton.

Trustee Clinton: Aye Trustee DeSousa: Aye Trustee O'Neill: Absent
Trustee Baydar: Aye Mayor Donno: Aye

Approved. VOTE: 4/0 - Motion passes**Correspondence**

Village Clerk Randi Malman presented the Board with the following pieces of correspondence:

1. NCPD monthly report for November 2017 and December 2017
2. Email from Elliot Sperber dated 11/28/17 re: parking on Circle Drive
3. Letter from Senator Phillips to Governor Cuomo re: Queens water supply wells
4. Letters from the Western Nassau County Aquifer Committee and Residents Forward

5. Email from Dawn Ader dated 1/9/18 re: request for parking outside home during restricted hours
6. Email from Michael Gilbert dated 1/10/18 re: cracks on Circle Drive
7. Letter from Sidney Bowne dated 12/13/17 re: transfer to LiRo Group
8. Letter from LiRo Group dated 1/11/18 re: acquisition of Sidney Bowne

Trustee DeSousa made a motion that the Board of Trustees convene into executive session to discuss the settlement of an ongoing litigation matter. The motion was seconded by Trustee Baydar.

Trustee Clinton: Aye Trustee DeSousa: Aye Trustee O'Neill: Absent
Trustee Baydar: Aye Mayor Donno: Aye

Approved. VOTE: 4/0 - Motion passes

Trustee DeSousa made a motion to convene back into regular session and adjourn the meeting. The motion was seconded by Trustee Clinton.

Trustee Clinton: Aye Trustee DeSousa: Aye Trustee O'Neill: Absent
Trustee Baydar: Aye Mayor Donno: Aye

Approved. VOTE: 4/0 - Motion passes

Respectfully submitted by:
Randi I. Malman
Village Clerk

APPROVED