

**Board of Trustees**  
Village of Plandome Manor  
March 20, 2018- 7:00 PM - Public Meeting  
**MINUTES**

**Call to Order**

**Present:** Mayor Barbara Donno, Trustees Tony DeSousa, Patricia O’Neill, and James Baydar, Village Clerk Randi Malman, Village Counsel Rachel Scelfo, Building Inspector Edward Butt, Code Enforcement Officer and Deputy Road Commissioner Robert Rockelein, and Village Treasurer Phyllis Nowakowski.

Mayor Donno opened the meeting at 7:06 PM with the Pledge of Allegiance & verification of a quorum.

**Approval of Minutes**

Trustee Baydar made a motion to accept the minutes from the February 27, 2018 Board of Trustees meeting. The motion was seconded by Trustee DeSousa.

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

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

Trustee DeSousa made a motion to accept the minutes from the March 15, 2018 Board of Trustees meeting. The motion was seconded by Trustee O’Neill.

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

**Approved. VOTE: 3/0 - Motion passes**

**Public Comment**

No members of the public were present.

**Reports**

**Village Clerk**

Village Clerk Randi Malman presented the Board of Trustees with the 2018-2019 Village Budget. The public hearing for the 2018-2019 Village Budget will be held on April 17, 2018.

Village Clerk Randi Malman discussed the recent storms that impacted the area during the month of March. The area was hit with multiple Nor’Easters in the span of a few weeks. During the storms the power was down and the Village was in contact with PSEG. There were a number of trees, braches, and debris that fell, some blocking the roadways. The Village had to have emergency tree work done to remove a damaged tree on Plandome Road that was in danger of falling.

**Village Treasurer**

Village Treasurer Phyllis Nowakowski updated the Board on the following items:

- Ms. Nowakowski gave an overview of the Abstract Report of Audited Vouchers and the Profit and Loss Statement.
- Ms. Nowakowski discussed the 2018-2019 Village Budget, which was reviewed and discussed in detail.

## Building Inspector

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

- The new house under construction at 31 Rockhollow Road no has power so the generators are no longer needed. This should address the noise complaints the Village received from neighbors.
- Trustee O’Neill brought to the Building Inspectors attention a number of damages caused by construction vehicles from 266 Circle Drive. The Building Inspector will address this with the contractor.

## Code Enforcement Officer

Code Enforcement Officer Robert Rockelein updated the Board on the following items:

- The Code Enforcement Officer has scheduled time with the Village Arborist to conduct an assessment of trees throughout the Village to see if any are in need of pruning or if any trees need to be removed.
- As soon as the weather warms up Mr. Rockelein will begin gathering estimates for permanent road repairs.

## Mayor

Mayor Barbara Donno updated the Board on the following items:

- The Mayor has spoken with the Village’s new IT contractors about an estimate for a new NAS Drive and Backup Solution. They have reviewed the Village’s computers and files and feel that the estimate offers an adequate amount of storage to meet our current needs. If at some point the Village needs to add more storage that can be done fairly easily.
- The Mayor and Building Inspector conducted a walkthrough with representatives from Extenet, as well as the Village’s consultant, to the sites where Extenet has proposed adding small cell nodes. The nodes will be attached to already existing utility poles. At this point no formal application has been made to the Village to construct the nodes.

## Village Attorney

Village Attorney Rachel Scelfo presented the Board of Trustees with the first reading of the proposed telecommunications local law. The draft local law was reviewed and discussed. It will be revisited at the next BOT meeting.

Trustee O’Neill made a motion that the Board of Trustees approve the Abstract of Audited Vouchers dated March 20, 2018 and the Profit & Loss Statement ending March 31, 2018. The motion was seconded by Trustee DeSousa.

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

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

Trustee Baydar made a motion that the Board of Trustees set a date for the public hearing on the 2018-2019 Village Budget. Public Hearing scheduled for: April 17, 2018 at 7:00pm. The motion was seconded by Trustee DeSousa.

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

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

Trustee DeSousa made a motion that the Board of Trustees approve the estimate from Neighbortech for NAS Drive & Backup Solution in the amount of \$2,939.99. The motion was seconded by Trustee O'Neill.

Trustee Clinton: Absent      Trustee DeSousa: Aye      Trustee O'Neill: Aye

Trustee Baydar: Aye      Mayor Donno: Aye

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

Trustee DeSousa made a motion that the Board of Trustees approve the emergency expense for the removal of a tree in the village right of way at 1296 Plandome Road by We Care Tree Service in the amount of \$3,500. The motion was seconded by Trustee Baydar.

Trustee Clinton: Absent      Trustee DeSousa: Aye      Trustee O'Neill: Aye

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 February 2018
2. Circle Drive No Parking Online Petition
3. Email from Janine Petracca dated March 8, 2018 re: recycling
4. Email from Pete Weil dated March 10, 2018 re: damage by PWWD or Merrick
5. Letter from NYCOEM Storm Damage Assessment for Costal Storm Riley

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

Trustee Clinton: Absent      Trustee DeSousa: Aye      Trustee O'Neill: Aye

Trustee Baydar: Aye      Mayor Donno: Aye

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

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

Trustee Clinton: Absent      Trustee DeSousa: Aye      Trustee O'Neill: Aye

Trustee Baydar: Aye      Mayor Donno: Aye

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

Trustee O'Neill made a motion to adjourn the meeting. The motion was seconded by Trustee DeSousa.

Trustee Clinton: Absent      Trustee DeSousa: Aye      Trustee O'Neill: Aye

Trustee Baydar: Aye      Mayor Donno: Aye

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

**Respectfully submitted by:**

**Randi I. Malman**

**Village Clerk**