

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

Call to Order

Present: Mayor Barbara Donno, Deputy Mayor Matthew Clinton, Trustees Tony DeSousa, Patricia O'Neill and James Baydar, Village Clerk Randi Malman, Village Counsel Rachel Scelfo, Building Inspector Ed Butt, Code Enforcement Officer and Deputy Road Commissioner Robert Rockelein, and Village Treasurer Marie DePalo.

Mayor Donno opened the meeting at 7:03 PM with the Pledge of Allegiance & verification of a quorum.

Approval of Minutes

Trustee Clinton made a motion to accept the minutes from the September 18, 2018 Board of Trustees meeting. The motion was seconded by Trustee DeSousa.

Trustee Clinton: Aye

Trustee DeSousa: Aye

Trustee O'Neill: Aye

Trustee Baydar: Abstain

Mayor Donno: Aye

Approved. VOTE: 4/0 - Motion passes

Public Comment

No members of the public were present.

Reports

Village Clerk

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

- The Village's insurance broker has provided quotes for cyber liability options. The Board asked the Clerk to follow up to see what the major differences are between the four estimates.
- The bids for the Village's snow contract were opened today. The only contractor to bid was Cow Bay, who is the Village's current snow contractor. Cow Bay offered a one, two, and three year option with the same prices for each year. There was a slight increase from the previous contract and the price cap for the season was raised \$5,500 to \$60,500.
- There was a car accident on Plandome Road which caused damage to the Village's guardrail, as well as a resident's fence. The Clerk provided the Board with a copy of the police report and will contact the insurance company tomorrow. The Clerk will also collect estimates to repair the guardrail.

Village Treasurer

Village Treasurer Marie DePalo gave an overview of the Abstract Report of Audited Vouchers and the Profit and Loss Statement for August and September.

Village Treasurer Marie DePalo informed that Board that she is working with the Auditors to complete the end of year audit, which should be ready for Board approval by the next meeting.

Building Inspector

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

- A building permit has been issued for a new home at 12 Papermill Road. There are now two new homes under construction on Papermill.
- The Building Inspector spoke with Woodstock Construction, the contractor that has been awarded the bid from the Town of North Hempstead to complete the culvert restoration project. Woodstock has placed two barges in Manhasset Bay in preparation for the project. No start date has been set at this point but the Building Inspector will follow up with the Town of North Hempstead.
- The Plandome Country Club has started planting in accordance with the landscaping plan submitted to the Building Inspector. The work is in progress and the Building Inspector will check to make sure that the landscape plan is followed.

Code Enforcement Officer

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

- The Code Enforcement Officer has been in touch with Clear River Environmental to schedule the cleaning of two storm drains and a camera investigation of a potentially cracked pipe on Beechtree Lane. Due to large storms, Clear River is currently finishing up emergency repairs in other villages but believe they will be able to get to these jobs by the end of the month.
- The tree at the Gristmill Bridge has been removed because it was interfering with a drainage pipe and causing issues.
- The gutter areas along Papermill Road are in disrepair and in need of remediation. The Board may want to consider this for the next road project. In the meantime, Mr. Rockelein will contact the maintenance contractor to see if they can be repaired.
- Mr. Rockelein would like to attend a Street Light Conference on behalf of the Village in order to find out more information about switching to LED lights and grants that may be available.

Mayor

Mayor Donno informed the Board that after many attempts she was able to contact the contractor for the jogging path. She has a meeting scheduled with him and the Building Inspector tomorrow. Because the original estimate is two years old an updated estimate will need to be submitted to the Village.

Village Attorney

Village Attorney Rachel Scelfo presented the Board with a draft version of proposed LL 3 of 2018 “a local law to amend Chapter 189 of the Code of the Incorporated Village of Plandome Manor, entitled “Streets and Sidewalks,” to create a maintenance obligation on the part of the owners of private roads located within the Incorporated Village of Plandome Manor and to authorize the Village Board to take corrective action to remedy violations of these provisions for the protection, order, safety, health and well-being of Village residents, with costs associated for such corrective action to be assessed against the property or properties at issue.

The local law would allow for the Village to repave private roads that have been deemed hazardous due to neglect and poor maintenance. The local law sets up a process, which includes the Village informing residents the road is in hazardous condition, giving them time to remediate the condition, and holding public hearings before any action is taken. All costs associated with the project, including engineering and administrative costs, will be paid by the owners of the private road(s). The costs will be assessed and added to the yearly village tax bill.

This was the second reading of the draft to be reviewed by village staff and officials.

Village Attorney Rachel Scelfo recommended to the Board that the Village institute a site plan review process. She believed that this should fall under the purview of the Planning Board. She will work on a draft to present to the Board of discussion at the next meeting.

Trustee Clinton made a motion that the Board of Trustees approve the Abstract of Audited Vouchers dated October 16, 2018 and the Profit & Loss Statement ending September 30, 2018. 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

Trustee Clinton made a motion that the Board of Trustees approve the 2018-2019 beautification funds request from the residents of Elm Sea Lane in the amount of \$600 for fall plantings. The motion was seconded by Trustee DeSousa.

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

Approved. VOTE: 5/0 - Motion passes

Trustee DeSousa made a motion that the Board of Trustees approve the three year contract (option #3) with Creative Snow by Cow Bay Inc. for snow removal, salting, and sanding of all streets in the Village of Plandome Manor. 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

Trustee Clinton made a motion that the Board of Trustees appoint Nancy Cuneo as the alternate member of the Board of Zoning and Appeals to fill the remainder of Rosanne Breen's term ending March 31, 2019. The motion was seconded by Trustee O'Neill.

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

Approved. VOTE: 5/0 - Motion passes

Trustee Baydar made a motion that the Board of Trustees amend a previously adopted motion to read: a motion that the Board of Trustees authorize the Plandome Manor Village Court to apply for a grant from the Justice Court Assistance Program (JCAP) for 2018-2019 and to request up to the maximum amount available. The motion was seconded by Trustee O'Neill.

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

Approved. VOTE: 5/0 - Motion passes

Trustee DeSousa made a that the Board of Trustees adopt the Sexual Harassment Policy for All Employers in New York State pursuant to New York State Law. The motion was seconded by Trustee Clinton.

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

Approved. VOTE: 5/0 - Motion passes

Correspondence

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

1. NCPD monthly report for September
2. Letter from Judi Bosworth to Commissioner of NYS Dept. of Health dated September 27, 2018 re: marijuana dispensary in Manhasset
3. Email from Judi Bosworth dated October 6, 2018 re: additional crosswalk on N. Plandome at Luquer
4. Email from Dan Purcell to Nassau County Traffic Management Plandome, and Plandome Manor dated October 1, 2018 re: stop sign at North Drive and Stonytown Road.
5. Email from Matthew Spigner dated October 8, 2018 re: 5G cell nodes
6. Email from Sophia Livanos dated October 16, 2018 re: sinkhole at 3 Beechtree Lane

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

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 Malman
Village Clerk

Approved