

**Board of Trustees**  
Village of Plandome Manor  
February 19, 2019 - 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 John Farrell, Building Inspector Ed Butt, Code Enforcement Officer and Deputy Road Commissioner Robert Rockelein, and Village Treasurer Marie DePalo. Also present was Chris Kobos of H2M and Plandome Manor residents Eric Kattan, Sal Mirrone, and Keith DeMatteis, as well as Samuel Glasser of the Manhasset Times.

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

**Approval of Minutes**

Trustee DeSousa made a motion to accept the minutes from the January 15, 2019 Board of Trustees meeting. 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**

**Presentation**

Chris Kobos of H2M Architects and Engineers gave a presentation regarding GIS Mapping. GIS Mapping uses maps as an interface for a database of information. The information that can be shown on these maps includes drainage, trees, powerlines, building department, streets, and much more. H2M uses information available from other municipalities and utilities, such as the water district, to construct a map of the Village. The maps are layered with information being pulled from a database. Mr. Kobos said that he can provide the Village with an estimate for their services if the Village would like to move forward with GIS mapping.

**Public Comment**

No members of the public asked to be heard.

**Reports**

**Village Clerk**

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

- The Village was able to purchase the guardrail from the Town of North Hempstead to replace the portion of guardrail on Plandome Road that was damaged in a car accident. Bob Keogh will be installing the pieces of guardrail once we receive them.
- The Village’s garbage contract is up at the end of May. The Village will need to go out to bid and the Clerk recommends doing that in the month of March so the budget can be adjusted accordingly before the April meeting.
- The Clerk, Mayor, and Code Enforcement Officer met with a representative from Cameron Engineering about switching all the street lights to LED lights. The engineer felt that given the small number of lights in the Village it would be better to go directly through our lighting contractor instead of through the

state's program. The Clerk and Code Enforcement Officer will follow up with lighting contractors for quotes on how much it would be to convert all the street lights in the village.

### **Village Treasurer**

Village Treasurer Marie DePalo updated the Board on the following items:

- She gave an overview of the Abstract Report of Audited Vouchers and the Profit and Loss Statement.
- Ms. DePalo provided the Board with a copy of the proposed 2019-2020 Village Budget. She asked the Board to please take it home, look it over, and contact her with any comments, question, or suggestions.

### **Mayor**

Mayor Barbara Donno updated the Board on the following items:

- The Governor's proposed budget would do away with AIM funding that is given to Village's each year. This does not have a big impact on Plandome Manor's budget given the small amount of funding received. The state legislature is working to get this money restored in the state's final budget.
- The Village is going to need to repave Plandome Road once the National Grid work is complete, as well as North Plandome Road once the culvert repair is done. The Village has some grant funding and state aid that can be used towards these projects.

### **Building Inspector**

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

- According to Woodstock Construction the Town of North Hempstead's culvert project is set to start on July 1, 2019. The DEC will not allow work to be done in the water during this time of year because it is mating season for various birds and other species. The earliest the work can start is July 1<sup>st</sup>, which will allow time for National Grid to relocate the gas main in North Plandome Road.
- The Building Inspector spoke with a representative from National Grid about the restoration work that will need to take place on Plandome Road once their gas main project is complete. National Grid is open to discussing the possibility of providing the Village with the money they would use towards restoring their patches so that the Village can do the entire road at one time.

### **Village Attorney**

Village Attorney John Farrell presented the Board with an updated draft version of proposed LL 2 of 2019 "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 third reading of the draft to be reviewed by village staff and officials.

Village Attorney John Farrell presented the Board with a draft of proposed Local Law 3 of 2019 "to amend Chapter 225 of the Code of the Incorporated Village of Plandome Manor, entitled "Zoning," to require that uses permitted by special exception by the Village of Plandome Manor Board of Trustees must also undergo site plan

review for the proposed special exception. Site plan review process for proposed special exception uses shall be conducted by the Village of Plandome Manor Planning Board.”

Trustee DeSousa made a motion that the Board of Trustees approve the Abstract of Audited Vouchers dated February 19, 2019 and the Profit & Loss Statement ending January 31, 2019. 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**

Trustee DeSousa made a motion that the Board of Trustees adopt a Resolution authorizing the Village Clerk to advertise for bids for the Village's garbage contract, which bids must be received by March 13, 2019 at noon and shall be opened by the Village Clerk on March 13, 2019 at noon. 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**

Trustee Baydar made a motion that the Board of Trustees determine proposed Local Law 1 of 2019 will not have any significant adverse impact on the environment. 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 Baydar made a motion that the Board of Trustees approve Local Law 1 of 2019 amending Chapter 225 of the Code of the Incorporated Village of Plandome Manor to underscore that the use of any part of residential zoned property or premises, including but not limited to driveway space, for the lease or rental of such property or premises for parking purposes, is prohibited within the Village of Plandome Manor. 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 Baydar made a motion that the Board of Trustees set a date for the public hearing on proposed Local Law 2 of 2019 to amend Chapter 189 “Streets and Sidewalks” provisions relating to private roads maintenance. Hearing date: March 19, 2019. 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 Baydar made a motion that the Board of Trustees set a date for the public hearing proposed Local Law 3 of 2019 amendments to the zoning code requiring site plan review for uses permitted by special exception. Hearing date: March 19, 2019. 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 approves the appointment of Election Inspector Florence Doering to be paid at the rate of \$150.00 for the day. 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**

**Correspondence**

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

1. NCPD monthly report for December 2018 and January 2019
2. Email from Mario Harris dated 2/18/19 re: speeding on North Plandome and possible signage

Trustee O'Neill made a motion to adjourn the meeting. 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**

**Respectfully submitted by:**

**Randi Malman**

**Village Clerk**

APPROVED