

Board of Trustees
Village of Plandome Manor
May 22, 2018- 7:00 PM - Public Meeting
MINUTES

Call to Order

Present: Mayor Barbara Donno, Deputy Mayor Matthew Clinton, Trustees Patricia O'Neill, Tony DeSousa, James Baydar, Village Clerk Randi Malman, Village Counsel Rachel Scelfo, Code Enforcement Officer and Deputy Road Commissioner Robert Rockelein, and Village Treasurer Marie DePalo. Also present was Samantha Hoek, Denise Coyle, and Sam Khoga from the Benjamin Development Corp., as well as Sam Glasser from the Manhasset Times.

Mayor Donno opened the meeting at 7:01 PM with the Pledge of Allegiance & verification of a quorum.

Approval of Minutes

Trustee Clinton made a motion to accept the minutes from the April 17, 2018 Board of Trustees 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

Public Comment

No members of the public asked to be heard during public comment.

Reports

Village Clerk

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

- The Village's insurance broker has sent over the renewal for the insurance policy. There is a minimal increase to the premium of about \$230.
- The owners of 115 Lake Road have submitted a tent permit application to the Village Office for a party that will be held on Saturday, May 27, 2018. The applicant has provided the necessary paperwork, which includes a copy of the layout where the tents will be located, as well as a parking plan. This application is almost identical to the other submitted in the past for the yearly 115 Lake Road Memorial Day Party. The Board had no objections to the application, but asked that the music be turned off before 11:00pm and that the contractors adhere to the permitted working hours when constructing and breaking down the tents.
- The Building Inspector recently met with the Village Engineer, John Waltz of the LiRo Group, to discuss the possibility of repairing and extending the sidewalk along Stonytown Road. The Board would like to explore the possibility of extending the sidewalk from Circle Drive all the way to the Plandome LIRR station. LiRo has suggested that if the Village were to extend the sidewalk it should continue it past the Village's parking lot at the train station. The Board would like to get additional estimates for engineering and construction services for the project.

Village Treasurer

Village Treasurer Marie DePalo gave an overview of the Abstract Report of Audited Vouchers and the Profit and Loss Statement. Ms. DePalo also presented the Board with a list of recommended budget modifications for the 2017-2018 budget.

Code Enforcement Officer

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

- Bob Keogh has patched a number of potholes throughout the Village. The patches are holding up well and do not require more extensive work at this point. Mr. Rockelein will be surveying potholes again in the near future, at which point the Village will collect estimates for permanent road repairs.
- Being that there will be no additional road work for the time being, Mr. Rockelein suggested that the Village Clerk schedule to have the streets swept.
- Mr. Rockelein has identified two dead trees on Circle Drive that should be removed as soon as possible. The trees are on Village property, and Mr. Rockelein has spoken with a tree contractor who has provided an estimate to remove the trees.

Village Attorney

Village Attorney Rachel Scelfo updated the Board on the proposed telecommunications local law to be voted on at the June meeting. Ms. Scelfo has worked with Municipal Solutions, the Village's telecommunications consultant, to make the changes that were discussed at the last BOT meeting. She provided copies of the updated law to the Board. The proposed local law will need to be referred to the Nassau County Planning Commission before the Village Board can vote on it. The Board suggested that a representative from Municipal Solutions be present at the public hearing to answer any questions from the Board or members of the public.

Mayor

Mayor Donno updated the Board on the following items:

- The Mayor has met with Senator Phillips as well as a representative from Congressman Suozzi's office to discuss the condition of the North Plandome Road Culvert. She is concerned that the Town of North Hempstead is not acting quick enough to start the project and the culvert is deteriorating. She has requested a meeting with the Town of North Hempstead to find out more information regarding the timeline of the project and for any documentation they have from their engineers on the condition of the culvert. The Mayor will meet with the Town Supervisor on May 31st.
- The Mayor asked The Village Attorney to look into possible ways that the Village could be involved in the repaving of the private roads that make up Plandome Park. According to the research done by the Village Attorney the Village could deem the repaving of the roads as an emergency and have the work done. The Village would then assess each homeowner in Plandome Park and include the cost of the repaving in their village tax bill. The Board will speak with the President of the Plandome Park Association and look into this further at a later date.

Trustee Clinton made a motion that the Board of Trustees approve the Abstract of Audited Vouchers dated May 22, 2018 and the Profit & Loss Statement ending April 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 proposal submitted by Cullen and Danowski, LLP for services in connection with the Village of Plandome Manor and the Village Justice Court audit for year-end May 31, 2018 in the amount of \$8,000. 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 O'Neill that the Board of Trustees approve the 2018-2019 beautification funds request from the residents of Gulls Cove in the amount of \$1,200 for seasonal clean-up and plantings at the entrance to Gulls Cove throughout the 2018-2019 fiscal year. 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 Baydar made a motion that the Board of Trustees approve the 2017-2018 beautification funds request from the residents of Plandome Park in the amount of \$600 for power washing, pruning and planting. 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

Trustee O'Neill made a motion that the Board of Trustees approve the estimate submitted by We Care Tree Service for the emergency removal of two trees at 266 Circle Drive in the amount of \$2,499. 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 O'Neill made a motion that the Board of Trustees set the date for the public hearing on proposed Local Law 2 of 2018 relating to wireless telecommunications. Hearing date June 19, 2018. 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

Correspondence

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

- NCPD monthly report for April
- Letter from the Port Washington Fire Department dated May 3, 2018 re: Service Award Program
- Email from Candida Cucharo dated 5/4/18 re: possible coyote siting

Trustee O'Neill made a motion that the Board of Trustees convene into executive session to discuss a litigation matter. 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 Baydar made a motion to convene back into regular session and 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 I. Malman

Village Clerk

Approved