

**Board of Trustees**  
Village of Plandome Manor  
June 16, 2020 - 7:00 PM - Public Meeting via Zoom  
**MINUTES**

Pursuant to Governor Cuomo's Executive Order Number 202.1, this meeting was held via videoconference and teleconference. The meeting was conducted on the platform commonly known as Zoom and was open to public. Residents of Plandome Manor were provided with a URL and phone number to listen/watch the meeting. Additionally, the information was posted on the village's website.

**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 John Farrell, Building Inspector Edward Butt, Code Enforcement Officer and Deputy Road Commissioner Robert Rockelein, and Village Treasurer Marie DePalo. Also present was Plandome Manor resident Eric Kattan.

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

**Approval of Minutes**

Trustee DeSousa made a motion to accept the minutes from the May 19, 2020 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**

**Public Comment**

No members of the public asked to address the Board.

**Reports**

**Village Clerk**

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

- Wellsbach has installed the second half of the LED streetlight replacement in the Village. There are two remaining lights to be installed but require additional work.
- Streets throughout the Village were swept the week after Memorial Day.
- One resident has inquired about a potential refund of building permit fees for a project they are no longer pursuing due to COVID-19. They were advised to write a letter to the Board but have not submitted anything to the Clerk yet.

**Building Inspector**

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

- The Building Inspector held a meeting with the contractor for the North Plandome Road culvert. The work is scheduled to begin on July 6, 2020. There will be no barges in the water, lanes of traffic will be

staggered, and there may be times when the road will need to be closed to traffic for night work. Night work will shorten the project by two months.

- The Village Engineer has completed the bid packets for the Plandome Park project. He required extra time because there were several drainage and grading issues to be addressed. The Village Engineer and Building Inspector held a meeting with members of the homeowner's association to answer any questions or concerns. The bid will be available for pickup starting June 17, 2020 and will be opened on July 1, 2020. The Board will hold a special meeting on July 7, 2020 at 7:00pm via Zoom to approve the bids.

### **Trustee Clinton joined the meeting at 7:15**

### **Village Treasurer**

Treasurer, Marie DePalo, provided the Board with a copy of the Abstract Report of Audited Vouchers and the Profit and Loss Statement.

### **Code Enforcement Officer**

Code Enforcement Officer and Deputy Road Commissioner Robert Rockelein updated the Board on the following items:

- The streets sweeping was accomplished and no deficiencies were found.
- The streetlights were complete but there are two lights that will require additional work from PSEG to be completed.
- There has been an increase in landscaping work after COVID restrictions were lifted. Overall, landscapers have been good about adhering to the work hours.

### **Mayor**

Mayor Barbara Donno updated the Board on the following items:

- The Mayor will be working with the Village Staff to prepare the office for potential reopening. This includes steps such as plexiglass installation, masks, and having the office sanitized on a weekly basis.
- There has been an ongoing issue with garbage cans that the county placed on Rock Hollow Road. The county placed them but will not empty them. The Mayor is discussing with the Science Museum to come up with a solution. This issue is in addition to other property maintenance issues the Village is experiencing with Nassau County, who are responsible for the Science Museum property and the area near the beach at Manhasset Bay.

Trustee Clinton made a motion that the Board of Trustees approve the Abstract of Audited Vouchers dated June 16, 2020 and the Profit & Loss Statement ending May 31, 2020. 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 adopt a Resolution authorizing the Village Clerk to advertise for bids for the Plandome Park Repaving Project starting June 17, 2020, which bids must be received by July 1, 2020 at noon and shall be opened by the Village Clerk on July 1, 2020 at 1:00pm via a public Zoom. 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 motion that the Board of Trustees approve a Resolution extending the period for existing building permits because of COVID-19. 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 2020-2021 beautification funds request from the residents of Elm Sea Lane in the amount of \$625 for seasonal plantings. 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 2020-2021 beautification funds request from the residents of Plandome Park in the amount of \$1,335 for seasonal cleanings and plantings. 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**

**Correspondence**

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

- NCPD monthly report for May 2020
- Email from County Legislator Richard Nicoletto regarding county parks reopening timeline

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

**Respectfully submitted by:**

**Randi I. Malman**

**Village Clerk**