#### **Board of Trustees**

Village of Plandome Manor December 15, 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 and 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 were Plandome Manor residents Patricia Mack, Salvatore Mirrione, and Eric Kattan.

Mayor Donno opened the meeting at 7:07 PM with the Pledge of Allegiance & verification of a quorum.

# **Approval of Minutes**

Trustee Clinton made a motion to accept the minutes from the November 17, 2020 Board of Trustees meeting. The motion was seconded by Trustee Baydar.

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

Trustee Baydar: Aye Mayor Donno: Aye

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

## **Public Comment**

Patricia Mack, 18 Bayside Drive, addressed the Board regarding the Plandome Park repaving project. Mrs. Mack asked if as the President of the Plandome Park Association she could be given the breakdown of contributions from the utility companies for the road project. The Board responded that the information is public information and will be provided to the Plandome Park Association. The spreadsheets have been shared at the Board meetings.

Additionally, Mrs. Mack mentioned that there is a gas smell and possible gas leak near Lake Road and Bayside Drive. National Grid has been out to inspect but has not addressed the issue.

Salvatore Mirrione, 55 Lake Road, addressed the Board regarding the Plandome Park repaving project. He complimented the contractors, John McGowan and Sons., as having done an excellent job on the roads and for being courteous to the residents of Plandome Park.

### **Reports:**

### Village Clerk

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

• The Clerk would like to withdraw the Village from the FEMA COVID-19 reimbursement program. FEMA has determined that it will not reimburse for any costs associated with technology, long term cleaning, or plexiglass barriers. Being that the majority of the COVID-19 related costs the Village incurred will not be

### Approved by the Board of Trustees on January 19, 2021

- covered it is not worth the time it will take to submit the related paperwork. The Village will continue to seek reimbursement from FEMA for the Tropical Storm Isaias.
- The letters to the residents of Plandome Park asking for their payments for the road repaving have been mailed out. As per the Board's approval, the letter requests payment by February 1, 2021.
- The Village Office lease will be expiring. There is an option period however the Board may want to being discussions with the landlord regarding a new lease.
- All members of the Board must complete their yearly sexual harassment training by December 31, 2020.
  This is a NYS requirement mandated by law. A link to complete the training online has been emailed to all Board members, representatives, and staff.

## Village Treasurer

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

# **Building Inspector**

Building Inspector, Edward Butt, updated the Board on the following topics:

- The North Plandome Road culvert project is just about complete. The Building Inspector is still working with the Town of North Hempstead and contractors to address the uneven heights of the two culverts to avoid any issues in the future.
- The Town is considering putting in a low-profile railing around Leeds Pond. The Village should consider putting a similar railing on the opposite side of North Plandome Road to replace the guardrail.

# Trustee O'Neill joined the meeting at 8:08pm.

### **Code Enforcement**

In Coder Enforcement Officer Robert Rockelein's absence Village Clerk Randi Malman presented his report to the Board on the following items:

- The Code Enforcement Officer has issued two summonses to the home on Stonytown Road for maintenance violations.
- The Code Enforcement Officer and the Court Clerk informed the Board that court has been suspended by the state and Administrative Judge of Nassau County. The Prosecutor and the Court Clerk will work on a system to handle and process tickets without in person court hearings. The Court Clerk informed the Board that there is not a large back log of tickets in the court at this time.
- The Code Enforcement Officer has noticed the smell of gas at times on Lake Road and Bayside Drive and will keep an eye on it.

### Mayor

Mayor Donno updated the Board on the following items:

- The Mayor and Building Inspector conducted a walkthrough of the Village with County Legislator Nicolello. The Mayor has followed up with Legislator Nicolello regarding the following items:
  - o Gristmill Bridge railing replacement. The county has advised that the materials for this have been ordered.
  - o Railing for the steps to the beach near Manhasset Bay
  - o Gabion wall at the Science Museum. The county has informed the Village that this will be replaced with the original stone wall.
  - o Boardwalk along Mahasset Bay Beach.

### Approved by the Board of Trustees on January 19, 2021

- The Board packet includes a letter for approval by the Board to engage with Firefly Inc., to handle the LOSAP program for the PWFD.
- The Mayor attended a conference call with the NCPD Commissioner. He updated the participants on the reforms NCPD is enacting, an increase in guns sales within the county, and rising COVID-19 cases.

## **Motions:**

Trustee Clinton made a motion that the Board of Trustees approve the Abstract of Audited Vouchers dated November 17, 2020 and the Profit & Loss Statement ending October 31, 2020. The motion was seconded by

Trustee Baydar.

Trustee Clinton: Aye Trustee DeSousa: Absent 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 the engagement letter with Firefly Admin Inc., for the Port Washington Fire Department Service Award Program (LOSAP) starting January 1, 2021 through December 31, 2021. The motion was seconded by Trustee Clinton.

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

Trustee Baydar: Aye Mayor Donno: Aye

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

Trustee Clinton made a motion that the Board of Trustees approve the estimate from Fabco Industries for catch basin

filters in the amount of \$1,190. The motion was seconded by Trustee O'Neill.

Trustee Clinton: Aye Trustee DeSousa: Absent 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:

a. NCPD monthly report for November 2020

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

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

Trustee Baydar: Aye Mayor Donno: Aye

Approved. VOTE: 4/0 - Motion passes

Respectfully submitted by:

Randi I. Malman Village Clerk