

**Board of Trustees**  
Village of Plandome Manor  
March 16, 2021 - 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.

Mayor Donno opened the meeting at 7:06 PM with the Pledge of Allegiance & verification of a quorum.

**Approval of Minutes**

Trustee O'Neill made a motion to accept the minutes from the December 15, 2020 Board of Trustees 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**

**Public Comment**

No members of the public were present.

**Reports:**

**Village Clerk**

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

- The 2021 intermunicipal agreement with the Manhasset Bay Protection Committee will need to be approved by the Board of Trustees to continue the Village's participation in the committee. Being a member of the committee benefits the Village especially for requirements in connection with the annual stormwater management reports.
- The Clerk and Treasurer have spoken with an online bill pay company and would like to offer the service for residents to pay their tax bills online using a credit card. There is no charge to the Village, residents will pay a fee to use the service.
- The Village's cyber liability policy has expired and the renewal is before the Board for approval.
- The Science Museum is hosting a number of events including a Day of Planting on March 20, 2021 and a Spring Carnival on May 1, 2021.

## **Village Treasurer**

Treasurer, Marie DePalo, provided the Board with a copy of the Abstract Report of Audited Vouchers and the Profit and Loss Statement. She also presented the Board with the proposed 2021-2022 budget.

Trustee Clinton provided the Board with an overview of the proposed budget.

## **Building Inspector**

Building Inspector, Edward Butt informed the Board that he has been contacted about several new homes to be constructed in the Village. He expects the application submissions to start picking up in the coming months.

## **Code Enforcement**

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

- The home on Stonytown Road that received several complaints has been issued violations for property maintenance
- The Code Enforcement Officer has visited the home on North Plandome Road to inspect for safety and to inform the new occupant about property maintenance requirements
- Mr. Rockelein and Trustee O'Neill visited the home on Circle Drive that has received complaints for feeding stray cats. They discussed the situation with the homeowner and have asked for compliance.
- With spring approaching landscaping activity has picked up. The Code Enforcement Officer has been reminding landscapers of the work hours and restrictions.

## **Mayor**

Mayor Donno informed that Board that the villages are expected to receive stimulus money from the federal government. From what she has been told, the money Plandome Manor receives will be a portion of the total allotment to Town of North Hempstead based on the percentage of population.

Trustee O'Neill addressed the Board concerning a request from a resident at 1 Stonytown Road to construct a fence that would be partially on the Village right of way. Upon review of the site and the proposed plans Trustee O'Neill did not feel that the fence needed to be on village property. The Board of Trustees did not approve the request.

## **Motions:**

Trustee Clinton made a motion that the Board of Trustees approve the Abstract of Audited Vouchers dated January 19, 2021 and the Profit & Loss Statement ending December 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 O'Neill made a motion that the Board of Trustees set a date for the public hearing on the 2021-2022 Village Budget. Hearing date: April 20, 2021. 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 renewal of the Village's Cyber Liability policy in the amount of \$4,384.00. 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 2021 Intermunicipal Agreement with the Manhasset Bay Protection Committee and authorizes Mayor Donno to sign on the Village's behalf. 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 Clinton made a motion that the Board of Trustees approve the agreement with AllPaid for credit/debit and online payment services. 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**

**Correspondence**

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

- a. NCPD monthly report for February 2021

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 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 convene into regular session and 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**