

Board of Trustees
Village of Plandome Manor
April 20, 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, Tony DeSousa, James Baydar, Village Clerk Randi Malman, Village Counsel John Farrell, Building Inspector Edward Butt, and Village Treasurer Marie DePalo. Also present were Plandome Manor residents Peggy Sweeney and Eric Kattan.

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

Approval of Minutes

Trustee Baydar made a motion to accept the minutes from the March 16, 2021 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 Hearing

2021-2022 Budget

Trustee O'Neill made a motion that the Board of Trustees open the public hearing on the Budget for the fiscal year June 1, 2021 to May 31, 2022. 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

Deputy Mayor Clinton gave an overview of the 2021-2022 Village Budget. Please see the attached transcript for Deputy Mayor Clinton's remarks.

No members of the public asked to be heard with respect to the budget.

Trustee O'Neill made a motion that the Board of Trustees close the public hearing on the Budget for the fiscal year June 1, 2021 to May 31, 2022. 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 adopt the Budget for the fiscal year June 1, 2021 to May 31, 2022. 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

Reorganization

Mayor Donno made motion that the Board of Trustees approve the list of following Mayoral appointments:

- Deputy Mayor – Matthew Clinton (1 year)
- Budget Officer— Matthew Clinton (1 year)
- Village Clerk—Randi Malman (term expires March 31, 2023)
- Treasurer—Marie DePalo (term expires March 31, 2023)
- Code Enforcement Officer - Robert Rockelein (1 year)
- Deputy Road Commissioner – Robert Rockelein (1 year)
- Associate Justice – Susan Katz-Richman (1 year)
- Village Prosecutor – Richard Prisco (1 year)
- BZA Alternate—Peter Kulka (1 year)
- DRB Seat #3—Bruce Rothstein (term expires March 31, 2024)
- DRB Alternate— Jed Seigel (1 year)
- Village Arborist – Ann Frankel (1 year)
- Village Attorney's – Sahn Ward Coschignano by John Farrell (1 year)
- Village Engineer – West Side Engineering by James Antonelli (1 year)
- Village Auditor—Cullen and Dankowski, LLP (1 year)
- Registrar of Vital Statistics – Town of North Hempstead's Clerk Wayne H. Wink, Jr. (1 year)
- Deputy Registrar of Vital Statistics - Town of North Hempstead's Deputy Clerk Eileen Kraneburg (1 year)

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 then made motion that the Board of Trustees approve the following organizational resolutions.
Be it Resolved,

- a. that in the absence of the Mayor or in his/her inability to act, the Deputy Mayor be and is hereby authorized to assume all of the responsibilities and perform all of the duties of the Mayor of said Village as are provided by law
- b. that the Board of Trustees designates Manhasset Press as the Official Newspaper of the Village.
- c. that the Board of Trustees designates the third Tuesday of each month as the regular meeting date for the Board of Trustees.

- d. that the Board of Trustees adopts that Special Meetings may be called by the Mayor or any Trustee with 24 hours' notice by telephone, fax, e-mail or in writing, unless an emergency exists.
- e. that the Board of Trustees designates April 20, 2021 as the date of the next Village Organizational Meeting.
- f. that the Board of Trustees does hereby designate Bank of America, Chase Bank, Wells Fargo, First National Bank of Long Island, Signature Bank, Flushing Bank and People's United Bank as the official depositories of all money received by the Village.
- g. that the Board of Trustees authorizes Planning Board, Board of Zoning Appeals, Mayor, Board of Trustees, Village Justice, Associate Justice, Village Clerk, Building Inspector, and Code Enforcement Officer to attend any training schools and/or conferences.
- h. that the Board of Trustees shall approve reimbursement for actual expenses for attendance at meetings, schools and conferences.
- i. that the Village Clerk is authorized to execute all documents in relation to grant applications on behalf of the Village.
- j. that the Board of Trustees approve the Comprehensive Emergency Management Plan.

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

Reports:

Village Clerk

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

- The Science Museum of Long Island is planning a summer concert series for every other Thursday evening, starting May 13, 2021, and continuing through the end of the summer. The events will be from 5:30pm to 9:00pm and will feature local bands and food vendors. They have already secured the proper permission from Nassau County and have coordinated with NCPD regarding parking and traffic control.
- The Village Justice Saul Kobrick has sold his home and will be moving at the end of April. He will be resigning from his position at that time.

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 items:

- There will be a surge of new homes in the village in the coming months. The office has received multiple building permit applications for new homes and the building inspector has been contacted about others.

- Someone has contacted the office regarding the home at 149 Circle Drive. The home is historical and is most likely going to be knocked down. There is someone interested in having the home dismantled and moved to a location outside the village.

Village Attorney

Village Attorney John Farrell updated the Board on the following items:

- The Village may want to consider implementing a no smoking law for all public properties and sidewalks in the Village. The law would make it illegal to vape or smoke tobacco and marijuana on any village owned property. Other municipalities already have this type of legislation in place.
- The state’s marijuana law allows for municipalities to “opt-out”, which means that there would be no dispensaries or smoking facilities in within that jurisdiction. Even though Plandome Manor does not have any commercial properties at this time, the Board may want to consider opting out anyway. The Village could always opt back in, in the future if they saw fit. Municipalities must opt-out by December 31, 2021.
- An unsafe condition at 1257 Plandome Road has been brought the Village’s attention. A neighbor claims that a retaining wall on the property line is deteriorating and is in danger of collapsing. Mr. Farrell would like to discuss this further with the Board during executive session.

Mayor

Mayor Donno updated the Board on the following item:

- The judge that was assigned to the Village’s lawsuit with Extenet was tragically killed in a hit and run accident. The Village has not yet received any notice on which judge will be taking over the case or how long this may delay the case.
- The Nassau County Village Officials Association has sent a letter to County Executive Laura Curran regarding the Department of Assessment tax roll. Many of the villages in the county do not do their own assessments and instead use the Nassau County Department of Assessment tax roll. This year villages are experiencing difficulty obtaining the correct tax roll from the county which can impact the villages’ assessments and budgets.

Motions:

Trustee Clinton made a motion that the Board of Trustees adopt a Resolution to increase the expenditure budget for the 2020-2021 budget. 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 approve the Abstract of Audited Vouchers dated April 20, 2021 and the Profit & Loss Statement ending March 31, 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 estimate from DeJana Industries LLC for street sweeping services in the amount of \$3,200 for initial sweeping and \$1,300 for each additional sweeping. 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 Clinton made a motion that the Board of Trustees approve the 2020-2021 beautification funds request from the residents of Circle Drive in the amount of \$2,000 for spring cleaning and 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 Elm Sea Lane in the amount of \$910 for spring cleaning and 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 Mills in the amount of \$1,375 for spring cleaning, plantings, and repair of split rail fence. 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:

- NCPD monthly report for March 2021
- SMLI Spring Carnival May 1, 2021
- SMLI Live at Five Series
- NCVOA letter to Count Executive Curran regarding tax assessment roll

Trustee Clinton 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 recused himself from executive session due to a conflict of interest.

Trustee O'Neill made a motion that the Board of Trustees convene into regular session. The motion was seconded by Trustee Clinton.

Trustee Clinton: Aye Trustee DeSousa: Aye Trustee O'Neill: Aye
Trustee Baydar: Absent Mayor Donno: Aye
Approved. VOTE: 4/0 - Motion passes

Trustee Clinton made a motion that the Board of Trustees adjourn the meeting. The motion was seconded by Trustee O'Neill.

Trustee Clinton: Aye Trustee DeSousa: Aye Trustee O'Neill: Aye
Trustee Baydar: Absent Mayor Donno: Aye
Approved. VOTE: 4/0 - Motion passes

Respectfully submitted by:
Randi I. Malman
Village Clerk