

**BOARD OF TRUSTEES MEETING**  
**VILLAGE OF PLANDOME MANOR**  
**PUBLIC HEARING**  
April 12, 2022

A regular meeting of the Board of Trustees of the Incorporated Village of Plandome Manor, Nassau County, New York, was held in Village Hall, at 55 Manhasset Avenue, on Tuesday April 12, 2022, at 7:00 p.m.

Present:	Barbara Donno	Mayor
	Matthew Clinton	Deputy Mayor
	Tony DeSousa	Trustee
	Patricia O'Neill	Trustee
	James Baydar	Trustee

Also Present:	Lisa Mancuso	Village Clerk
	Edward Butt	Building Inspector
	Marie DePalo	Village Treasurer
	John Farrell, Esq.	Village Attorney

Mayor Donno called the meeting to order at 7:00 p.m. and verified the presence of a quorum.

**THE PLEDGE OF ALLEGIANCE**

Mayor Donno led the Pledge of Allegiance

**MINUTES**

Mayor Donno then called for the approval of the minutes from the BOT meeting held on March 16, 2022.

Trustee Baydar made a motion to accept the minutes, 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:** Budget for the 2022-2023 fiscal year

Trustee DeSousa made a motion that the Board of Trustees open the public hearing on the Budget for the fiscal year June 1, 2022, to May 31, 2023. 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**

Deputy Mayor Clinton gave an overview of the 2022-2023 Village Budget. (See comments in attached transcript)

Mr. Eric Kattan, 21 Circle Drive, has questions regarding the lease of Village Hall. (See comments in attached transcript)

Trustee Baydar made a motion that the Board of Trustees close the public hearing on the Budget for the fiscal year June 1, 2022, to May 31, 2023. 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 Baydar made a motion that the Board of Trustees adopt the Budget for the fiscal year June 1, 2022, to May 31, 2023. 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**

**Reorganization - Mayoral Appointments:**

Trustee O'Neill 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)
- Road Commissioner – Ed Butt (1 year)
- Associate Justice – Rachel Scelfo Esq. (1 year)
- Village Prosecutor – Richard Prisco Esq. (1 year)
- North Shore Cable Commission – Barbara Donno
- Manhasset Bay Protection Committee Representative - Tom Lang
- DRB Seat #3—Jed Siegel (1 year)
- DRB Alternate— Janine Petracca (1 year)
- Planning Board Seat #1 – Kevin McCormick
- Village Arborist – Ann Frankel (1 year)
- Village Attorney's – Sahn Ward Coschignano by John Farrell Esq. (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 Ragini Srivastava (1 year)
- Deputy Registrar of Vital Statistics - Town of North Hempstead's Deputy Clerk Margaret Malito (1 year)

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 - Resolutions:**

Trustee DeSousa 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 18, 2023, 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, Lisa Mancuso provided the NCPD monthly report for February 2022
- Mr. Kattan reported on an incident at the LIRR on Circle Drive at 4am a few days ago
- Mayor Donno reported the 6<sup>th</sup> precinct has added 2 more POP officers to patrol our Village

**Village Treasurer:**

- Treasurer, Marie DePalo, provided the report on the Abstract Report of Audited Vouchers and the Profit and Loss Statement.

**Building Inspector**

- Inspector Ed Butt reported the dangerous conditions of the Aspen Gate gutters with plans for repair and maintenance
- Mr. Butt reported 5 new homes under construction with 3 more coming into the Building Department.
- Mr. Butt stated his intern Katie Hannon is a huge asset to the Village
- Mr. Butt also stated the building department will now be requiring applicants to submit building plans on a PDF to reduce storage
- Mr. Butt reported updates on the repair of the guard rail and stated it should begin within a few weeks
- Mayor Donno and Inspector Butt discussed the need for street sweeping due to all construction areas

**Mayor**

- Mayor Donno read a statement to be filed as an attachment to the minutes
- Mayor Donno adjourned conversation regarding installation of Triangle Sprinkler System possibly to next meeting and requested additional pricing from contractors

**Village Attorney**

- Village Attorney John Farrell stated he is leaving his comments regarding a personnel issue for executive session

**Motions:**

Trustee Clinton made a motion that the Board of Trustees approve the Abstract of Audited Vouchers dated April 12, 2022, and the Profit & Loss Statement ending March 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 Baydar made a motion that the Board of Trustees approve the 2021-2022 beautification funds request from the residents of Elm Sea Lane in the amount of \$900.00 for spring cleaning 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**

Trustee Clinton made a motion that the Board of Trustees approve the 2021-2022 beautification funds request from the residents of Circle Drive in the amount of \$290.00 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**

**Public Comment:**

- Mr. Weinstock of 32 Colonial Drive, asked Mayor Donno to form a committee for future business regarding finding a new Village Hall
- Trustee O’Neill and residents of Circle Drive reported on cracked Belgium blocks around the streets of Circle Drive, possibly from snow plowing. Inspector Butt states Cow Bay drives through the Village and assesses the damage which usually takes place in the spring
- Trustee O’Neill also stated there is a need for a streetlight due to safety concerns near 100 Circle Drive as the street is too dark
- Mr. Weinstock also stated there was some damage to the edging on the lot after the soil testing
- Mrs. Meriggi spoke on behalf of Mrs. Dunn from Circle Drive and inquired about installing a new streetlight, facing down, located around 100 Circle Drive due to darkness
- Mr. Kattan 21 Circle Drive, stated he would like to work with the Village for finding a new Village Hall and condemns any members of the groups formed to fight against the Bond Vote as unacceptable for making Trustee O’Neill feel unsafe in her community
- Mr. Kattan stated he realizes the Board has done a lot of “thankless” work and personally thanked the Board for all their hard work and hopes we can work together to find the space that works for the Village to have a new Village Hall

Trustee O'Neill made a motion that the Board of Trustees convene into executive session. 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**

*Signed by Lisa Mancuso 4/13/2022*

Lisa Mancuso  
Village Clerk

APPROVED